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this is a complete do it yourself guide what you can learn full color sections on minor repairs and painting damage repair painting rust repair additional detailed information includes rustproofing and undercoating tools and equipment repair of minor dents and rust damage metal working techniques major rust repair body component replacement sanding and painting car care and detailing welding table of contents chapter 1 introduction chapter 2 maintaining and preserving the paint body and interior chapter 3 damage repair doing it yourself or having it done chapter 4 tools and working facilities chapter 5 minor body repairs chapter 6 major body repair chapter 7 body component replacement chapter 8 preparation for painting chapter 9 painting chapter 10 doors and glass chapter 11 trim and accessories chapter 12 welding

successful technical writing is desired to help students and professionals write effective documents in business and industry settings this text fully covers the proper procedures to write day to day documents such as memos reports and

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nell ann pickett and ann a laster have consulted through seven editions with people in business industry government and the corporate world as well as with technical and vocational instructors and students technical communicators and other professionals to prepare this technical writing text their research has been invaluable laying the foundations for a text students will want to read

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