





## Effective Report Writing: A Guide for Appraisers and Reviewers

## Tips and techniques to sharpen your writing skills!

This new handbook will help appraisers consider the purpose of the reporting task and apply the techniques of professional writers to their appraisal reports.

Readers of this handbook will learn about:

- The components of persuasive writing
- · Common appraisal report-writing pitfalls
- · Good grammar, usage, syntax, spelling, structure, and tone
- · Working with text, numbers, and images
- · The effective use of technical language in reports
- · Quality control and the delivery of the final report
- Writing review reports

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