Oral Communication

**Lecturing and Speaking Skills**

Bender, Peter Urs *Secrets of Power Presentations*, 8th ed., The Achievement Group: Toronto, 1999  **HF 5718.22 B46**


**Teaching Skills**


Teaching at Stanford: An Introductory Handbook for Faculty, Academic Staff/Teaching, and Teaching Assistants ([http://ctl.stanford.edu](http://ctl.stanford.edu))

---

**Written Communication**

**Scientific Writing Skills**


Turk, Christopher  *Effective Writing: improving scientific, technical, and business communication*  E. & F.N. Spon: New York, 1989  **T11 T75**

**Teaching Writing Skills**


**Proposal Writing**


Lefferts, Robert  *Getting a Grant in the 1990’s*, Prentice-Hall: New York, 1990  **HG177.5 U6L44**

Meador, Roy  *Guidelines for Preparing Proposals*, Lewis Publishers, Inc.: Michigan, 1986  **HF5718.5 M43**


Miner, Lynn E.  *Proposal Planning and Writing*, Oryx Press: Phoenix, 1998  **HG177.5 U6M56**

Faculty Recruitment Issues

The Academic Job

Rajagopal, Indhu Hidden Academics: Contract Faculty in Canadian Universities, University of Toronto Press: Toronto, 2002 LB2331.74 C3R34


Frank, Robert C. Introduction to Scientific Research: Things your research advisor may not have mentioned, Augustana Research Foundation: Rock Island, IL, 1999


Ormrod, Jane Tenure, Teaching Quality and Accountability, Ontario Undergraduate Student Alliance (http://watserv1.uwaterloo.ca/~fedacad/tenure.html)

Perlman, Baron and McCann, Lee I. *Recruiting Good College Faculty: Practical Advice for a Successful Search*, Anker Publishing Co. Inc.: Bolton, MA, 1996  
LB2331.72 P47

LA 227.4 R65

Q180 U5S93

LB 1778.2 V47

LB 2300 E7522

*How to Get Started in Research*, Council on Undergraduate Research, 1999

*What a Ph.D. Chemist Should Consider Before Accepting an Academic Position*, American Chemical Society

**Post-Doctoral Appointments**


**Post-Graduate Education Issues**


Q181 B5574

Feibelman, Peter J. A Ph.D. Is Not Enough: A guide to survival in science, Addison-Wesley: Reading, MA, 1993

Kenny, Shirley Strum, The Boyer Commission on Educating Undergraduates in the Research University, Reinventing Undergraduate Education: A Blueprint for America’s Research Universities (http://www.sunysb.edu/boyerreport)

Reklaitis, G.V.; Bartels, K. "Does U.S. Graduate Education Work for the Chemical Industry?" Chemtech 1999, 29, 7


Other Sources of Information on Chemists’ Careers

Canadian Chemical News (ACCN)
- Personals column
- Canadian Institute of Chemistry (CIC) awards listings
  (coincide with issues preceding (May) and following (June, July/August)
  National CIC Conference and Chemical Congress)

Chemical & Engineering News
- articles on post-graduate education issues
- interviews with noted chemists from academia and industry
- obituaries and biographical articles
- ACS awards listings

Chemistry in Britain
- biographical articles of noted chemists
- interviews with noted chemists
- Royal Society awards listings
- obituaries

Biographical Memoirs of Fellows of the Royal Society
Biographical Memoirs National Academy of Science of the United States