Contents

Acknowledgments ix

CHAPTER 1 Why Is Another Book on Report Writing Needed? 1

CHAPTER 2 What Makes a Report Legally Defensible? 11

CHAPTER 3 How Do I Make My Reports More Useful to Consumers? 37

CHAPTER 4 Step-by-Step, How Do I Write Useful and Legally Defensible Reports? 65

CHAPTER 5 How Do I Solve Practical Problems Along the Way to Question-Driven Report Writing? 101

Appendix I–Checklist for a Useful and Legally Defensible Report 115
Appendix II–What Do These Reports Look Like? 117
Appendix III–Interview Protocol 169
References 175
Author Index 181
Subject Index 185