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# EXECUTIVE SUMMARY WORKSHOP

Presented by Dr. Kate Egerton, GWC (contractor)



Naval Postgraduate School

The quality of your executive summaries influences how others perceive you and your research. Executive summaries publicize your work, provide actionable information to busy decision-makers, and generate readers for your research.

Learn how to and navigate this specific form's rules, prioritize and organize essential information, avoid jargon, and write more powerfully and persuasively. By examining excerpts, we will identify best practices and apply those lessons to summarizing research in different fields.

**Choose: Wed, Oct 2, or Thurs, Oct 17 • 12:00–12:50 • DKL 151**  
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