

## Introduction

This study guide was designed to provide practice applying the principles and tools introduced in *The Chicago Guide to Writing about Numbers*, with a problem set and a series of suggested course extensions for each chapter.

The problem sets reinforce the concepts and skills from each chapter. Some require simple calculations, others involve creating or critiquing tables, charts, or sentences. They can be used as homework assignments for a research methods, statistics, or writing course in which the book is being used, or by readers working independently. Solutions for the odd-numbered problems can be downloaded separately.

The suggested course extensions apply the skills and concepts from *Writing about Numbers* to the actual writing process. They involve reviewing existing work, applying statistics, writing, and revising—using either your own work in progress or published materials (books, articles, reports, or Web pages) in your field or that of your intended audience. The “applying statistics” questions usually require access to a computerized database that includes both continuous and categorical variables (see chapter 4). Many of the suggested exercises for writing or revision entail peer-editing and are most effective if done with one or more other people, whether as part of a course in which class time is devoted to these exercises, or working with a colleague.