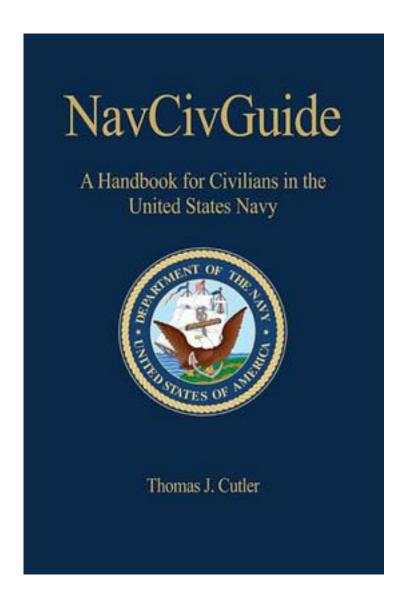
## NavCivGuide



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著者:Cutler, Thomas J.

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The US Naval Institute has produced professional books such as "The Bluejacket's Manual" for more than a hundred years. But many of the people running the Navy are not in uniform, and, until now, these civilian employees of the Navy Department have not had a guide of their own. Finding themselves suddenly immersed in a strange world where floors are decks and where 1327 is a time of day and not a date from ancient history, civilian workers in the Navy do not enter the Navy through boot camp or officer candidate school and often find themselves confused and somewhat alienated by their new environment. Thomas J. Cutler, author of the last two editions of "The Bluejacket's Manual" and other naval professional books, has written a guide for these people who also serve. Covering many different topics, such as how the Navy is organized, what the various ranks and titles are, how to address correspondence to Navy personnel, how to 'read' a uniform, and the basics of ships and aircraft, Cutler explains these topics in layman's terms and provides a lot of helpful advice on how to not only survive but succeed in this strange new world. Appropriately titled by an acronym for "Naval Civilians Guide", this book serves as an introduction to a culture where acronyms proliferate and many practices are carried over from life at sea and from centuriés of tradition. It also serves as a handy reference for more seasoned 'NavCivs', providing chapter 'QuickRefs' for quick answers to complex questions. NavCivs will find this new book comforting and useful, and the Navy will find that informed workers are better workers.

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