

ENGL 108: Technical Writing II**Credit Hours:** 3**Scheduled hours per week**

Lecture: 3

Lab: #

Other: #

Catalog Course Description: Continues development of technical writing skills through writing technical content associated with principles of inductive/deductive reasoning, applied writing assignments, research, analytical reports that may include pictorial/statistical data, reading and interpreting technical and non-technical material.

Pre-requisites: a grade of C or better in ENGL 107 or ENGL 101

Co-requisites: NA

Course Learning Outcomes:

- 1. Select appropriate topic and language for a specific writing assignment and/or audience.**
 - a. develop students' familiarity with the nature and definition of technical writing through reading technical information from a variety of sources intended for different technical audiences;
 - b. practice audience analysis based on familiarity with the expectations of intended audiences;
 - c. recognize and use technical language and style;
 - d. become familiar with the importance of professional information transmittal
 - e. Emphasizes applied writing assignments, research, and analytical reports that may include pictorial and statistical data.
- 2. Provide adequate support for thesis and assertions.**
 - a. synthesize information from a variety of sources;
 - b. integrate verbal, numerical, and graphics information;
 - c. choose format appropriate to context.
- 3. Write with unity and coherence.**
 - a. integrate shorter technical report formats into longer projects such as proposals or annual reports;
 - b. understand different uses and types of formats for effectively delivering technical information;
 - c. stress the importance of clarity and organization.
- 4. Use correct grammar, punctuation, spelling, diction, logic, and syntax.**
- 5. Identify and choose traditional writing patterns appropriate for technical writing.**
 - a. Expand problem-solving abilities through writing technical content associated with the principles of inductive/deductive reasoning;
 - b. Format type and expectations for formal and non-formal definitions of technical terms;
 - c. Expanded cause and effect analysis, comparison/contrast, process analysis, classification and division;
 - d. Use of expanded formats particular to technical writing:
 - (1) technical description;
 - (2) comparison/contrast;
 - (3) memos and memo reports;
 - (4) letters and letter reports;
 - (5) feasibility analysis;

- (6) solicited and unsolicited proposals;
- (7) job application letters and resumes;
- (8) progress reports, standard form reports, other periodic documents.

- 6. **Evaluate own and others' writing.**
 - a. Develop writing skills in response to other writers' ideas through reading and interpreting technical and non-technical material;
 - b. Peer review or editing.
- 7. **Practice writing as a process that involves topic selection, brainstorming, prewriting, outlining, drafting, revising, working with multiple drafts, and editing.**
- 8. **Be familiar with various forms of research, documentation, and their uses.**
 - a. research technical subjects in a variety of print and electronic sources;
 - b. become familiar with the importance of professional documentation of technical information.

Topics to be studied:

- Course content for ENGL 108 will include more sophisticated formats and analysis than required in ENGL 107.

Relationship of Course to Program or Discipline Learning Outcomes:

Student Outcomes for English Composition	
1. Select appropriate topic and language for a specific writing assignment and/or audience.	X
2. Provide adequate support for thesis and assertions.	X
3. Write with unity and coherence.	X
4. Write using correct grammar and punctuation.	X
5. Identify and choose traditional writing patterns appropriate for academic writing.	X
6. Evaluate own and others' writing.	X
7. Understand and internalize writing as a process.	X
8. Be familiar with various forms of research, documentation, and their uses.	X

Relationship of Course to General Education Learning Outcomes:	
Composition and Rhetoric Students illustrate a fundamental understanding of the best practices of communicating in English and meet the writing standards of their college or program-based communication requirements.	X
Science & Technology Students successfully apply systematic methods of analysis to the natural and physical world, understand scientific knowledge as empirical, and refer to data as a basis for conclusions.	
Mathematics & Quantitative Skills Students effectively use quantitative techniques and the practical application of numerical, symbolic, or spatial concepts.	
Society, Diversity, & Connections Students demonstrate understanding of and a logical ability to successfully analyze human behavior, societal and political organization, or communication.	
Human Inquiry & the Past Students interpret historical events or philosophical perspectives by identifying patterns, applying analytical reasoning, employing methods of critical inquiry, or expanding problem-solving skills.	
The Arts & Creativity Students successfully articulate and apply methods and principles of critical and creative inquiry to the production or analysis of works of art.	
5/3/2016	

Special requirements of the course:

(If a program assessment is required in this course, indicate it here.)

Additional information:

- ENGL 108 is a required course in technical degree programs with a writing requirement beyond the three credit core curriculum writing requirement. ENGL 108 would be a useful elective for students anticipating careers in technical and other professional fields where writing and documentation are characteristic.

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