

LSC Use Only
Number: _____
Submission Date: _____
Action-Date: _____

UWUCC USE Only
Number: 96-23
Submission Date: 3-18-97
Action-Date: 4-1-97

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II. PROPOSAL TYPE (Check All Appropriate Lines)

Course Syllabus

I. CATALOG DESCRIPTION

0 lab hours
(3c-01-3sh)

Prerequisite: EN 322

This is an advanced workshop/tutorial that provides intensive instruction in technical writing. Technical Writing II builds on the basics of audience, readability, proposals, and reports.

IV. COURSE REQUIREMENTS

Students will demonstrate mastery of course objectives through successful completion of the following course requirements:

Completion of assigned readings in textbooks.

Participation in class discussions and activities.

Possession of a dictionary and writer's guide.

Proficiency in a major word processing program.

Timely completion of all written assignments in approved format.

Attendance in class for all sessions.

V. EVALUATION METHODS

The final grade for the course will be determined as follows:

Technical Writing, a Reader-Centered Approach by Paul V. Anderson

The Professional Writer, a Guide for Advanced Technical Writing by Gerald J. Alfred, Walter E. Oliu, and Charles T. Brusaw

VII. SPECIAL RESOURCE REQUIREMENTS

EN 422 Course Analysis Questionnaire

Section A: Details of the Course

A1 This course is intended for B.A. English majors. It is one of the courses that can fulfill Category F (Writing, Speech, Linguistics). It is not currently being proposed as a Liberal Studies elective.

A2 This course does not require changes in content of any other existing courses or programs in the department.

A3 This course has not been offered at IUP before.

A4 This course is not intended to be a dual-level course and will accommodate only undergraduates.

A5 This course may not be taken for variable credit.

A6 Other higher education institutions currently offering a similar course include these ones:

Mankato State Univ.: Tech. Editing & Writing Tech. Manuals

Purdue University: Business Writing

New Mexico State University: Business Communication, Technical and Professional Communication, and Advanced Technical and Professional Communication

Indiana State Univ.: Writing for Science & Industry

Section C: Implementation

C1 No additional faculty resources are required to teach this course.

C2 Current resources are adequate to teach this course.

C3 No resources for this course are required.