ENGL 86 Course Outline as of Spring 2010

CATALOG INFORMATION

Dept and Nbr: ENGL 86 Title: SPECIAL TOPICS-TECH WRTG
Full Title: Special Topics in Technical Writing
Last Reviewed: 12/8/2003

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	3.00	Lecture Scheduled	3.00	17.5	Lecture Scheduled	52.50
Minimum	0.50	Lab Scheduled	0	17.5	Lab Scheduled	0
		Contact DHR	0		Contact DHR	0
		Contact Total	3.00		Contact Total	52.50
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 105.00 Total Student Learning Hours: 157.50

Title 5 Category:	AA Degree Applicable
Grading:	Grade or P/NP
Repeatability:	04 - Different Topics
Also Listed As:	
Formerly:	

Catalog Description:
Intensive study of a topic in Technical Writing of current interest, created and presented by an instructor specializing in a particular area. The purpose is to stimulate serious thought by an in-depth analysis of a subject through lecture, seminar, discussion, research, electronic, internet, and other media.

Prerequisites/Corequisites:
Eligibility for ENGL 1A.

Recommended Preparation:

Limits on Enrollment:

Schedule of Classes Information:
Description: Intensive study of a topic in Technical Writing. Designed to stimulate serious thought by an in-depth analysis of a subject through lecture, seminar, discussion, research, electronic, internet, and other media. (Grade or P/NP)
Prerequisites/Corequisites: Eligibility for ENGL 1A.
Recommended:

Limits on Enrollment:
Transfer Credit:
Repeatability: Different Topics

ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:

AS Degree:	**Area**	Effective:	Inactive:
CSU GE:	**Transfer Area**	Effective:	Inactive:
IGETC:	**Transfer Area**	Effective:	Inactive:

CSU Transfer:	Effective:	Inactive:
UC Transfer:	Effective:	Inactive:

CID:

Certificate/Major Applicable:
Not Certificate/Major Applicable

COURSE CONTENT

Outcomes and Objectives:
On completion of this course, students will be able to:
1. Examine selected topics through lecture, seminar, research, electronic, Internet, and other media.
2. Read and analyze works of Technical Writing in relation to the selected topic.
3. Evaluate concepts in relation to the topic, especially in critical analysis papers of 500 to 2,500 words.
4. Demonstrate critical thinking skills through written and oral analysis.
5. Collaborate effectively in groups to create a group project or presentation.

Topics and Scope:

Some examples of possible topical courses are:
Specifications and Standard Operating Procedures
Technical and Professional Editing
Grant Proposal Writing
Indexing
Collaborative Writing
Marketing Communications

Assignment:

Will vary with each offering but would always include reading, writing technical proposals, and discussion/participation. Some examples of possible assignments are:
1. Response papers

2. Formal summaries
3. Short summaries of research on a particular concept
4. Quizzes on definitions and major concepts as related to the topic
5. Composing directions and procedural instructions
6. Editing
7. Essay examinations
8. Group projects and presentations focusing on specific aspects of the selected topic.

Methods of Evaluation/Basis of Grade:

Writing: Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

Written homework, Reading reports, Term papers	Writing 50 - 80%

Problem Solving: Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

None	Problem solving 0 - 0%

Skill Demonstrations: All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

None	Skill Demonstrations 0 - 0%

Exams: All forms of formal testing, other than skill performance exams.

Multiple choice, Matching items, Completion, Quizzes and essay exams	Exams 10 - 20%

Other: Includes any assessment tools that do not logically fit into the above categories.

ORAL PRESENTATIONS AND CLASS DISCUSSIONS	Other Category 10 - 30%

Representative Textbooks and Materials:
Primary texts will vary with each offering. This course may also include the study of instructor-prepared material or of media other than texts, such as computer software, and electronic data and programs.