

LANG4030 Technical Communication (2)

(3 credits)

Course Description

LANG 4030 is a three-credit course offered to final year students from CSE with a Final Year Project (FYP). Over one semester, students will attend three hours of class and will be expected to complete up to six hours of out-of-class work, per week. The course focuses on two areas:

Communication skills for CSE projects

Students will develop effective organizational strategies and enhance their ability to use appropriate language to write the different sections of their FYP reports. Course materials will focus on introducing the project, setting it in context (Literature Survey), discussing design and implementation, describing progress and evaluating results. Students will learn how to write an Abstract, an Acknowledgement and will revise the use of IEEE citation style. They will also learn how to present information coherently and for maximum impact on the audience in a poster presentation on their progress in the FYP. Texts used in the course will be drawn from computer science and engineering sources.

Communication in Professional Contexts

Students will enhance their understanding of how audience and purpose influence the content, organization and language style of technical writing and speaking in a professional context and they will develop their ability to write and speak about technology for a variety of audiences and purposes. Students will read texts and view video material found in the workplace: emails, promotional videos, user manuals and software documentation. They will write a user guide and give a video presentation in which they review a mobile software application.

Pre-requisites for LANG 4030

LANG 2030 or LANG 2030(H)

The course is open to CSE students undertaking an FYP only. The most appropriate time to take this course will be in Fall of Year 4.

Intended Learning Outcomes

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| Knowledge and Content Related | You can: <ul style="list-style-type: none">• identify and address the needs and concerns of a variety of academic and professional audiences in speaking and writing• support claims with appropriate evidence, and properly acknowledge sources• critically analyze and discuss major issues and recent developments in your major and related professions |
| Academic Skills and Competencies | You can: <ul style="list-style-type: none">• recognize and use appropriate organizational structure, tone and formatting in written and spoken communication for different audiences and purposes• select, summarize and synthesize information from texts in your major subject• use accurate and fluent language (vocabulary, structures and style) relevant to engineering-related communication tasks |
| Ethical Standards | You can: <ul style="list-style-type: none">• demonstrate academic integrity in course assignments |
| Vision and Orientation to the Future | You can: <ul style="list-style-type: none">• recognize the need to communicate courteously and appropriately in professional contexts |

Course Content

Part 1 Communication for CSE projects

- Talking about your Final Year Project
- Writing an FYP Introduction
- Writing a literature survey

- Describing technology
- Describing implementation
- Accounting for progress
- Designing a CSE poster
- Presenting FYP work
- Discussing and evaluating results
- Completing the FYP report
- Enhancing your presentation skills

Part 2 Communication in the workplace

- Reviewing a mobile software application
- Writing user guides
- Communicating appropriately in the workplace

Assessment

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| FYP interim report (group or individual) | 25% |
| A poster presentation describing progress in the FYP (group or individual) | 25% |
| A software user guide (individual) | 20% |
| A video review of a mobile software application (individual) | 20% |
| Assignment checkpoints (individual) | 10% |