

Introduction to Technical and Professional Writing

Spring 2020, M50 (Online)

Instructor: Dr. Will Duffy

This is a course focused on writing in the workplace. While we can take it as a given that most professional writing now occurs in digital environments, it is still the case that novice managers, engineers, technical experts, and consultants need to develop an understanding of basic communicative principles and rhetorical strategies that will enable them to navigate a work culture where conventions of professional discourse can and do change. In addition to the production and analysis of both conventional and emerging workplace genres, we will study and experiment with document design, collaborative composition, and online writing tools. All of these activities will revolve around the work of revising and editing our writing to meet professional standards.

Required text:

Practical Strategies for Technical Communication

Second Edition

by Mark Markel

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