

CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS

NEW COURSE PROPOSAL

PROGRAM AREA ENGLISH

1. Catalog Description of the Course. *[Include the course prefix, number, full title, and units. Provide a course narrative including prerequisites and corequisites. If any of the following apply, include in the description: Repeatability (May be repeated to a maximum of ___ units); time distribution (Lecture ___ hours, laboratory ___ hours); non-traditional grading system (Graded CR/NC, ABC/NC). Follow accepted catalog format.]*

ENGL 482 Technical Writing (3)

Three hours lecture/discussion per week

Prerequisite: ENGL 330

This course is an overview of the field of technical writing. Research, interviewing, and the various forms of technical writing are addressed. Students will produce work in a variety of forms of technical writing.

2. Mode of Instruction.

	Units	Hours per Unit	Benchmark Enrollment
Lecture	3	1	25
Seminar	_____	_____	_____
Laboratory	_____	_____	_____
Activity	_____	_____	_____

3. Justification and Learning Objectives for the Course. (Indicate whether required or elective, and whether it meets University Writing, and/or Language requirements) *[Use as much space as necessary]*

This course is an elective in the English major, a required course for the Technical Writing Certificate, and a required course in the Computer Science major.

Learning Objectives:

Students will learn to utilize strategies for writing which include:

- 1) understanding what is expected of any given writing task;
- 2) determining an appropriate focus for that task;
- 3) planning and researching;
- 4) composing a text that is well-organized and fully developed;
- 5) determining and following the conventions of grammar and style that are required for "successful writing" in a given technical writing situation.
- 6) Evaluate technical descriptions, business communications, proposals and reports for targeted audiences.
- 7) Produce professional quality technical descriptions, communications and correspondence, formal and informal proposals and reports.

4. Is this a General Education Course YES NO

If Yes, indicate GE category:

A (English Language, Communication, Critical Thinking)	
B (Mathematics & Sciences)	
C (Fine Arts, Literature, Languages & Cultures)	
D (Social Perspectives)	
E (Human Psychological and Physiological Perspectives)	
Upper-Division Interdisciplinary	

5. Course Content in Outline Form. *[Be as brief as possible, but use as much space as necessary]*

This course serves as an introduction to the field of Technical Writing. Topics include:

Organizing and drafting

Identifying audience and purpose
Clarity of prose
Writing for specific fields
Evaluating technical documents

6. References. *[Provide 3 - 5 references on which this course is based and/or support it.]*

Science and Technical Writing: A Manual of Style, Second Edition, Philip Rubens, Routledge, 2000.

Technical Writing 101 : A Real-World Guide to Planning and Writing Technical Documentation, Alan S. Pringle. Scriptorium Press, 2000.

Technical Writing: Process and Product (4th Edition), Sharon J. Gerson. Prentice Hall, 1999.

Technical Communication (9th Edition), John M. Lannon. Addison Wesley, 2001.

7. List Faculty Qualified to Teach This Course.

Renny Christopher
Jacquelyn Kilpatrick

8. Frequency.

a. Projected semesters to be offered: Fall _____ Spring ___1___ Summer _____

9. New Resources Required.

- a. Computer (data processing), audio visual, broadcasting needs, other equipment
- b. Library needs
- c. Facility/space needs

10. Consultation.

Attach consultation sheet from all program areas, Library, and others (if necessary)

11. If this new course will alter any degree, credential, certificate, or minor in your program, attach a program modification.

___ Jacquelyn Kilpatrick & Renny Christopher _____ 1-6-03 _____
Proposer of Course Date