

Course title: Technical Writing				
Course code: NRE 101		No. of credits: 2	L-T-P: 23-05-0	Learning hours: 28
Pre-requisite course code and title (if any):				
Department: Department of Energy Environment				
Course coordinator: Mr Yateendra Joshi			Course instructor: Mr Yateendra Joshi	
Contact details:				
Course type: Core			Course offered in: Semester 2	
Course Description				
<p>Students in the technology professions are proficient in their particular disciplines, but often unable to communicate effectively through reports or even scientific publications. Given that many students taking this course will not have a strong background in English, we propose to tackle this course in two ways.</p> <p>One, by exposing the student to the requirements of technical writing as opposed to other kinds of formal writing and two, by providing a large number of exercises aimed at improving basic grammar, which will be assessed.</p> <p>The student should be able to organize information for a report, a scientific paper and a proposal. He should be able to proofread his work, write concise emails and make technical presentations in PowerPoint. The use of graphs, tables and illustrations will also be taught.</p>				
Course objectives				
Course content				
SNo	Topic	L	T	P
1.	The content (reports and scientific papers) How formal, professional writing differs from technical writing. Organizing, developing and writing technical information for a report and a scientific paper: starting with defining the audience, storyboarding, writing a draft, revising, editing, proofreading, reference-writing, getting an outside opinion. (context is specifically scientific)	12		
2.	The form Layout, style, graphs, tables, charts, fonts, illustrations.	5		
3.	Presentations Organizing the information to be presented, summarizing, choosing the right colours, fonts, images.	6		
4.	The basics of grammar and email writing		5	
	Total	23	5	
Evaluation criteria				
<ul style="list-style-type: none"> ▪ Assignments: 35% ▪ Presentations: 15% ▪ Major Test: 50% 				
Learning outcomes				
Pedagogical approach				

Materials

Required text

1. Beer D. (1991) *Writing and Speaking in the Technology Professions: A Practical Guide*, Wiley-IEEE Press.
2. Markel M. (2009) *Technical Communications*, 9th Edition, Bedford/St Martin's.
3. Markel M. (1994) *Writing in the Technical Fields: A Step-by-Step Guide for Engineers, Scientists and Technicians*, publisher.

Suggested readings

1. <http://courses.washington.edu/hcde231/Readings.html>
2. <http://www.writing.engr.psu.edu/>
3. <http://owl.english.purdue.edu/owl/resource/629/01/>
4. <http://www.writing.engr.psu.edu/exercises/>

Case studies

Websites

Journals

1. Journal of Technical Writing and Communications

Additional information (if any)**Student responsibilities**

Attendance, feedback, discipline, guest facultyetc