

Table 1

Course Goals - Learners will be able to identify professional technical writing through three characteristics: writing that is clear, concise, and concrete.												
Course Modules	(A) What is Technical Writing?	(B) Grammar 101 - Words	(C) Word Problems	(D) Sentences, Paragraphs, & Punctuation	(E) Style	(F) Graphics						
<b>Course Learning Goals</b>	CA	Analyse the problems engineers have with technical writing.	CB	Develop a comprehensive collection of the Parts of Speech that underpin English Grammar.	CC	Demonstrate the correct use of word choice to make meaning clear, as short as possible, and specific.	CD	Apply principles to deliver sentences and paragraphs that are as simple as possible while maintaining flow.	CE	Articulate commonly misunderstood approaches to appropriate writing style.	CF	Analyze graphical communication methods critically so that media communicate through tables, graphs, and diagrams.
<b>Module Learning Objectives</b>	MA1	Identify why the current state of technical writing is so poor.	MB1	Classify the Parts of Speech	MC1	Separate bad words for acceptable words	MD1	Analyze sentences for simplicity	ME1	Examine writing style choices	MF1	Assess techniques that help graphics to show clear and concrete findings
	MA2	Outline the origins of the problem of poor technical writing	MB2	Review the key attributes of Nouns & Pronouns	MC2	Modify text to reduce redundancy	MD2	Critique sentences for complications	ME2	Critique bad style habits	MF2	Organize graphics to show technical detail without ambiguity
	MA3	Discriminate between the nature of the problems engineers routinely make	MB3	Interpret the simplest application of Verbs in technical communication	MC3	Diagnose common errors in word selection and organization	MD3	Characterise the essential qualities of coherent paragraphs			MF3	Address presentations
			MB4	Review the key attributes of Adjectives, Adverbs, Articles, Conjunctions, and Prepositions			MD4	Illustrate and identify the methods of implementing flow between sentences and within paragraphs				
<b>Mini Lectures (Videos)</b>	AP1	Communication for Engineers	BP1	Parts of Speech	CP1	Simply bad words	DP1	Punctuation & Spelling	EP1	Nouns that should be verbs	FP1	Graphics
	AP2	Why is writing so poor?	BP2	Nouns	CP2	Confused Word Pairs	DP2	The Sentence	EP2	Active better than Passive	FP2	Types of Graphic
	AP3	Strange ideas about Technical Writing	BP3	Pronouns	CP3	Some commonly misused words	DP3	Problems with Sentences	EP3	Style & Formality	FP3	Math Display Software
	AP4	Where do these false ideas originate	BP4	Adjectives	CP4	Vague words & Phrases	DP4	Editing Sentences	EP4	Officiaze	FP4	Documenting Results
	AP5	Crimes against English	BP5	Verbs	CP5	Redundant words & phrases	DP5	The Paragraph	EP5	Slang	FP5	Presentations
	AP6	Common Grammatical Errors	BP6	Adverbs	CP6	Double Negatives	DP6	Editing Paragraphs	EP6	Persuasive Writing		
			BP7	Prepositions	CP7	Logical Comparisons						
			BP8	Articles, Conjunctions, Interjections	CP8	Parallelism						
<b>Quiz Assignments</b>	A1	Course Quiz	B1	Parts of Speech - Nouns	C1	Word Meanings	D1	Punctuation	E1	Active/Passive	F1	Graphics
	A2	Self-Assessment	B2	Parts of Speech - Pronouns	C2	Short Familiar Words	D2	Sentences	E2	Vague Descriptions	F2	Presentations
	A3	Grammar Pre-Test	B3	Parts of Speech - Verbs	C3	Problem Word Pairs	D3	Paragraphs	E3	Bureaucratic Writing		
			B4	Parts of Speech - Adjectives & Adverbs	C4	Redundant Phrases	D4	Blind Verbs				
			B5	Parts of Speech - Articles, & Cons, &	C5	Double Negatives						
			B6	Bureaucratic Verbs	C6	Logical Comparisons						
					C7	Parallelism						