

HW0188

ENGINEERING COMMUNICATION I

Study Year: 1 and 2
Academic Units: 2 AUs
Co-requisite: HW0001 English Proficiency
Tutorial hours: 24

LEARNING OBJECTIVE & OUTCOMES

This course aims to enable students to master important elements of engineering communication and academic literacy skills.

Upon successful completion of this course, the students should be able to:

- i. Produce short academic prose relevant to the field.
- ii. Write an audience-specific short technical proposal and report.
- iii. Make presentations on technical topics.

CONTENT

This course covers basic academic literacy skills as well as written and oral communication skills required in the field of engineering.

S/N Tutorial Topics

- 1 Introduction to technical communication.
 - 2 Writing technical proposals.
 - 3 Writing technical proposals (cont'd).
 - 4 Writing from sources: Evaluating, summarising, paraphrasing, and citing information.
 - 5 Writing technical definitions, descriptions, explanations.
 - 6 Writing and presenting technical arguments.
 - 7 Revising and editing.
 - 8 Writing short technical reports.
 - 9 Writing short technical reports (cont'd).
 - 10 Preparing technical presentations.
 - 11 Delivering technical presentations.
 - 12 In-class presentations.
 - 13 In-class presentations (cont'd)/course review and feedback.
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STUDENT ASSESSMENT

The use of 100% continuous assessment is considered to be the most appropriate form of assessment bearing in mind the objectives of the course as well as to achieve the intended learning outcomes.

Students will be assessed by:

55%: Written assignments designed to allow students to demonstrate their mastery of writing skills learned in the course. The assignments include a short technical report and proposal.

30%: Technical presentations by students on solutions to engineering problems arrived at through their proposal projects.

15%: Class participation involving tutor and peer evaluation. Students will be assessed on their participation in class discussions and activities by the tutor, as well as completing online exercises.

TEXTBOOKS/REFERENCES

- i. *Engineering Communication I Student's Course Guide*. Singapore: NTU Language and Communication Centre.
- ii. Further reference: Markel, M. (2015). *Technical communication (11th ed.)*. New York: Macmillan.