



Course Number and Title: ENG 250 Research and Technical Writing

Campus Location:

Georgetown, Dover, Stanton, Wilmington

Effective Date:

2020-52

Prerequisite:

ENG 102, (SOC 213 or PHL 103), (MAT 129 or MAT 153 or MAT 180 or MAT 255), (BIO 110 or BIO 120 or BIO 140 or BIO 150)

Co-Requisites:

None

Course Credits and Hours:

3.00 credits

3.00 lecture hours/week

0.00 lab hours/week

Course Description:

This advanced, college-level course reviews and applies primary and secondary research methods in technical communication. Strategies are implemented to identify and solve problems that arise in organizational contexts/workplace environments to create professional reports, both written and oral, for appropriate audiences.

Required Text(s):

Obtain current textbook information by viewing the [campus bookstore - https://www.dtcc.edu/bookstores](https://www.dtcc.edu/bookstores) online or visit a campus bookstore. Check your course schedule for the course number and section.

Additional Materials:

USB flash drive or other storage device

Schedule Type:

Classroom Course

Video Conferencing

Web Conferencing

Hybrid Course

Online Course

Disclaimer:

None

Core Course Performance Objectives (CCPOs):

1. Demonstrate proficiency in primary and secondary research methods. (CCC 4, 5)
2. Recognize authentic problems in the field or industry, and propose feasible solutions. (CCC 2, 5, 6)
3. Design and produce written professional documents with effective focus, organization, and accuracy for appropriate audiences. (CCC 1, 3, 4, 5)
4. Prepare and deliver professional presentations for appropriate audiences. (CCC 1, 4)

See Core Curriculum Competencies and Program Graduate Competencies at the end of the syllabus. CCPOs are linked to every competency they develop.

Measurable Performance Objectives (MPOs):

Upon completion of this course, the student will:

1. Demonstrate proficiency in primary and secondary research methods.
 1. Expand information literacy for finding and evaluating secondary sources.
 2. Review and critique professional documents to explain how text organization and the overall design of a document contributes to its effectiveness.
 3. Conduct, analyze, and integrate primary research.
2. Recognize authentic problems in the field or industry, and propose feasible solutions.
 1. Access and use primary and secondary sources to identify and investigate a challenge or issue in the field.
 2. Identify solution parameters, including target environment, target audience, and available resources.
 3. Propose a solution(s) that includes an implementation plan and responds to opposing viewpoints.
3. Design and produce written professional documents with effective focus, organization, and accuracy for appropriate audiences.
 1. Choose appropriate format and document design for purpose and intended audience.
 2. Distinguish among and apply a variety of technical writing techniques that relate to content, document layout, graphics, and research.
 3. Create and incorporate appropriate graphics that are visually appealing and easy to understand.
 4. Examine ethical implications of technical and professional communications.
 5. Revise and edit documents to meet conventions of standard written English.
 6. Solicit feedback from peers and/or experts to improve the quality and clarity of written reports.
4. Prepare and deliver professional presentations for appropriate audiences.
 1. Analyze the speaking situation to determine appropriate content and time constraints.
 2. Create and incorporate graphics appropriate for the speaking situation.
 3. Use effective verbal and nonverbal delivery techniques.

Evaluation Criteria/Policies:

Students must demonstrate proficiency on all CCPOs at a minimal 75 percent level to successfully complete the course. The grade will be determined using the Delaware Tech grading system:

92	-	100	=	A
83	-	91	=	B
75	-	82	=	C
0	-	74	=	F

Students should refer to the [Student Handbook - https://www.dtcc.edu/handbook](https://www.dtcc.edu/handbook) for information on the Academic Standing Policy, the Academic Integrity Policy, Student Rights and Responsibilities, and other policies relevant to their academic progress.

Core Curriculum Competencies (CCCs are the competencies every graduate will develop):

1. Apply clear and effective communication skills.
2. Use critical thinking to solve problems.
3. Collaborate to achieve a common goal.
4. Demonstrate professional and ethical conduct.
5. Use information literacy for effective vocational and/or academic research.
6. Apply quantitative reasoning and/or scientific inquiry to solve practical problems.

Program Graduate Competencies (PGCs are the competencies every graduate will develop specific to his or her major):

None

Disabilities Support Statement:

The College is committed to providing reasonable accommodations for students with disabilities. Students are encouraged to schedule an appointment with the campus Disabilities Support Counselor to request an accommodation needed due to a disability. A listing of campus Disabilities Support Counselors and contact information can be found at the [disabilities services - https://www.dtcc.edu/disabilitysupport](https://www.dtcc.edu/disabilitysupport) web page or visit the campus Advising Center.