Welcome to Technical Writing for Computer Engineers.

This is a required course for UCSC CE and EE students.

What would you like to know?

1. Instructor: Guy M. Cox
   1. Office hours: TBD at Engineering 2 Room 331
   2. Phone: (831) 459-1037
   3. e-mail: guymcox@soe.ucsc.edu

2. Teaching Assistant: TBD
   1. Office Hours:
   2. Phone:
   3. e-mail:

3. Class meetings
   1. Location: Social Sciences I Classroom 110
   2. Time: Mondays and Wednesdays 5:00 pm to 6:45 pm
   3. Holidays: Monday, January 17 and Monday, February 21

4. Assignments:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Rough Draft Due</th>
<th>Final Due</th>
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<tbody>
<tr>
<td>1. Resume and Cover Letter</td>
<td>January 10</td>
<td>January 19</td>
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<td>2. Algorithm Description</td>
<td>January 24</td>
<td>January 26</td>
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<td>3. HTML Document</td>
<td>January 31</td>
<td>February 2</td>
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<tr>
<td>4. Project Proposal Memo</td>
<td>January 31</td>
<td>February 9</td>
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<td>5. Library Puzzle</td>
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<td>February 9</td>
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<td>6. Survey Article</td>
<td>February 16</td>
<td>February 23</td>
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<td>8. Poster Presentations</td>
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<td>March 9 and 14</td>
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<td>9. Progress Report</td>
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<td>March 2</td>
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<td>10. Final Project</td>
<td>March 7</td>
<td>March 14</td>
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5. Required texts
   1. *The Elements of Style* by Strunk and White. It is short, and you should read it all very early in the quarter.
   2. *Technical Writing and Professional Communication for Nonnative Speakers of English* by Huckin and Olsen. Some assigned reading, and a lot of good information for both native and nonnative speakers.
   3. The reading assignments (click here) should be finished by the dates listed, but feel free to read ahead.
   4. The class workbook (click here). This outlines many of the class goals and projects, but I will be making many minor changes.

6. Please fill out the intake survey (click here) right away.

7. Newsgroup
   1. There is a newsgroup (??????????????????) for the class.
   2. Directions for joining can be found at :

8. Grades: Grades will be mostly (~80%) based on the total portfolio of work you turn in at the end of the class. This consists of five major writing projects (including your final project). Failure to turn in a major writing project will most likely result in a failing grade. To a lesser degree (~20%) your grade will be based on your oral presentation, poster project, a library puzzle, various in-class writing assignments, and your participation in class and online discussions.

9. Collaboration is good, and plagiarism is bad. Read more about it by clicking here.


The Presentations:

1. Week of January 3 and 5
   a. No presentations scheduled.

2. Week of January 10 and 12
   a. Monday:
   b. Wednesday:

3. Week of January 17 and 19
   a. Monday: No presentations (Holiday)
   b. Wednesday:

4. Week of January 24 and 26
   a. Monday:
   b. Wednesday:

5. Week of January 31 and February 2
   a. Monday:
   b. Wednesday:

6. Week of February 7 and 9
   a. Monday:
   b. Wednesday:
7. Week of February 14 and 16  
   a. Monday:  
   b. Wednesday: 
8. Week of February 21 and 23  
   a. Monday: No presentations (Holiday)  
   b. Wednesday: 
9. Week of February 28 and March 2  
   a. Monday:  
   b. Wednesday: 
10. Week of March 7 and 9  
    a. Monday:  
    b. Wednesday: No presentations (Poster Session) 
11. Week of March 14  
    a. Monday: No presentations (Poster Session) (Last day of instruction) 

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