



Stony Brook University

Department of Technology & Society

EST304 Communication for Scientists and Engineers

Prerequisites: Completion of WRT 102 or permission of instructor

Fall 2019

Humanities 3016

Mon/Wed 2:30-3:50pm

Instructor: Dr. Krista Thyberg
Email: Krista.Thyberg@stonybrook.edu

Office Hours: Wednesday 11:30-2:30, By Appointment
Office Location: Computer Science 1425

Course Description:

In today's society, it is essential for educated people to be able to present technical information to a range of audiences using various communication methods and styles. In EST 304, students learn how to communicate technical concepts that make sense not only to other scientists and engineers, but also to audiences ranging from students to technical consumers in the world marketplace. Course content emphasizes: writing clearly, concisely, and persuasively; creating effective visuals; presenting research verbally during oral presentations; providing and receiving feedback on assignments; and working collaboratively in groups. Written, verbal and visual communication styles are examined.

Learning Objectives:

- Write in clear, coherent English
- Plan, draft, revise, and edit documents for use in professional settings
- Adapt communication styles to various audiences
- Improve research skills using resources available at SBU
- Avoid plagiarism and reference materials correctly

Class Readings:

Markel, Mike. *Technical Communication*. Eleventh Edition. Bedford St. Martin's, 2014 (OPTIONAL).

David A. McMurrey, Online Technical Writing: Online Textbook (free) (OPTIONAL).

Available At: <https://www.prismnet.com/~hcexres/textbook/>

Resources to help students improve their writing and speaking skills will be posted on the EST 304 Blackboard page. Students should review this material and use these references when preparing their assignments and presentations.

Grading:

Participation and Attendance:	30%
10 Homework Assignments:	40%
Research Project (presentation & paper):	30%

Grades

A: 94-100

A-: 90-93

B+: 87-89

B: 83-86

B-: 80-82

C+: 77-79

C: 73-76

C-: 70-72

F: Less than 70

Semester Schedule:

Fall 2019 Dates*

Week	Date	Topic	In Class Exercise	Assignment Assigned	Assignment Due
1	8/26	Course Introduction and Syllabus	Writing Diagnostic		
	8/28	Career Readiness (Cover Letter, Resume, Email, Elevator Speech)	Elevator Pitch, Job Postings	Cover Letter and Resume	
2	9/2	Labor Day NO CLASS			
	9/4	Analyzing your Audience and Purpose, Technical Memos	Profiling	Technical Memo	Cover Letter and Resume
3	9/9	Writing Concisely, Writing Collaboratively, Business Plans and Vision Statements Part 1	Concise Exercises, Begin project with your group	Draft Business Plan	
	9/11	Work Session: Business Plans and Vision Statements Part 2	Meet with Group to Discuss Business Plans, Formulate Final Plan & Prepare Class Overview	Final Business Plan (one per group)	-Technical Memo -Draft Business Plan
4	9/16	Business Plans and Vision Statements Part 3	Discussion on Presentations		
	9/18	Business Plans and Vision Statements Part 4	Discussion on Presentations	Read L. Shoop article by next class	-Final Business Plan (1 per group) -Team Member Evaluation Form
5	9/23	Research Writing: Theses, Outlining Papers, Writing Proposals	Reading on Technical Writing	Draft Research Proposal and Outline	
	9/25	Peer Reviewed Journal Articles, Referencing and EndNote, Avoiding Plagiarism	Journal Article Reading and Questions	Read a scholarly journal article and bring a copy to the next class	
6	9/30	Research Papers and Projects	Research Paper Assignment	Come prepared to next class to discuss your research paper topic	
	10/2	Peer Review Process	Peer Review Exercise, Research Topic Discussion	Revised Research Proposal and Outline	Draft Research Proposal and Outline
7	10/7	Abstract Writing, Journal Articles			
	10/9	Library Research Skills		Preliminary Reference list	

8	10/14	Fall Break NO CLASS				
	10/16	Writing Persuasively	Brainstorming Exercise		-Revised Research Proposal and Outline -Preliminary Reference list	
9	10/21	Persuasive Video Communication	Persuasion group and topic assignment	Persuasion Project (one per group)		
	10/23	Work Session- Persuasion Project	Meet with Group to work on Persuasion Project			
11	10/28	Persuasion Presentations and Discussions Part 1	Reflection			
	10/30	Persuasion Presentations and Discussions Part 2	Reflection		-Persuasion Project (one per group) -Team Member Evaluation Form	
12	11/4	Visual Communication	Info-graphics Assignment	Progress Report		
	11/6	Digital and Social Media		Documentaries		
13	11/11	Oral Communication: Presentation Skills	Research Presentation Outline, Research Topic Audience Survey		Progress Report	
	11/13	Documentaries			Documentaries	
14	11/18	Presentations & Class Discussion	Peer Feedback	Work on Presentation and Research Paper		
	11/20	Presentations & Class Discussion	Peer Feedback			
15	11/25	Presentations & Class Discussion	Peer Feedback			
	11/27	Thanksgiving Break NO CLASS				
16	12/2	Presentations & Class Discussion	Peer Feedback			
	12/4	Presentations & Class Discussion	Peer Feedback			
17	12/9	Presentations & Class Discussion	Peer Feedback			FINAL RESEARCH PAPER DUE

*subject to change

Participation and Attendance:

Participation grades will be based upon observation of student work in classroom exercises, in-class assignments, participation in class discussions, and class attendance. Attendance will be taken at every class session. Points will be deducted if a student misses more than two classes.

Homework Assignments:

Written homework assignments will be assigned regularly. All submissions are to be submitted electronically on Blackboard and assignments must be completed by the end of the day on the day which they are due unless otherwise noted. All assignments will be checked for plagiarism with Safe Assign.

The assignments will require students to write in proper English and in their own words. Where necessary, references must be cited. All of your work should be proofread. Grammar, spelling and punctuation count!

Late submissions will be penalized as follows:

Up to 2 days late: 10% off

3 to 6 days late: 20% off

7 or more days late: 30% off

Research Project (Paper and Presentation):

Students will be required to write a research paper on a science/engineering/technology/mathematics topic of their choice. Students will research the issue thoroughly in order to fully explore and analyze the varying perspectives regarding the topic. The paper should include a clear thesis statement and references in-text, as well as a complete reference list at the end of the paper. The paper should be approximately 7 to 9 pages in length (plus references) and it is due on May 9. Late papers will not be accepted.

During the second half of the semester, there will be multiple class meetings where each student will give a presentation on their research topic. Several presentations will be scheduled at each class meeting. The presentations should be approximately 10 minutes in length and the students should include visuals (e.g., PowerPoint slides). Students will be encouraged to ask questions to the presenters after each presentation and students will be expected to provide peer review on the presentations given by classmates.

Student Accessibility Support Center Statement

If you have a physical, psychological, medical or learning disability that may impact your course work, please contact Student Accessibility Support Center, ECC (Educational Communications Center) Building, Room 128, (631)632-6748. They will determine with you what accommodations, if any, are necessary and appropriate. All information and documentation is confidential.

Students who require assistance during emergency evacuation are encouraged to discuss their needs with their professors and Student Accessibility Support Center. For procedures and information go to the following website: <http://www.stonybrook.edu/ehs/fire/disabilities>.

Academy Integrity Statement

Each student must pursue his or her academic goals honestly and be personally accountable for all submitted work. Representing another person's work as your own is always wrong. Faculty is required to report any suspected instances of academic dishonesty to the Academic Judiciary. Faculty in the Health Sciences Center (School of Health Technology & Management, Nursing, Social Welfare, Dental Medicine) and School of Medicine are required to follow their school-specific procedures. For more comprehensive information on academic integrity, including categories of academic dishonesty please refer to the academic judiciary website at http://www.stonybrook.edu/commcms/academic_integrity/index.html

Critical Incident Management

Stony Brook University expects students to respect the rights, privileges, and property of other people. Faculty are required to report to the Office of University Community Standards any disruptive behavior that interrupts their ability to teach, compromises the safety of the learning environment, or inhibits students' ability to learn. Faculty in the HSC Schools and the School of Medicine are required to follow their school-specific procedures. Further information about most academic matters can be found in the Undergraduate Bulletin, the Undergraduate Class Schedule, and the Faculty-Employee Handbook.