Submitting Written Deliverables – Effective Writing Analysis

From the books, *Writing for Engineers* and *Scientists Must Write*, each student is required to identify five writing tips and how they utilized this tip in their writing. A really effective way to do this is to list the first draft of a sentence or paragraph followed by an improved second draft. The specific writing technique used should be referenced, including chapter and page number. Each student should then reflect on why the tip paid off for them.

You are free to peruse the book, but **three** tips must come from different chapters of *Writing for Engineers.*

- Chapter Two: **Types of Technical Writing**
    - PID authors MUST use section entitled "Writing a Business Case"
    - User Manual authors MUST use section entitled "Specifications and Instructions"
- Chapter Three: **Good Style**
- Chapter Four: **Vocabulary**
- Chapter Five: **Sentences, Punctuation and Paragraphs**
    - Every author must pick something from this section
- Chapter Six: **The Presentation of Written Information**

The other **two** tips must come from *Scientists Must Write.*

- Chapter Four: **How scientists should write** *(pg 1 in PDF)*
- Chapter Six: **Choosing words** *(pg 9 in PDF)*
- Chapter Seven: **Using words** *(pg 15 in PDF)*
- Chapter Eight: **Helping your readers** *(pg 21 in PDF)*

Your deliverables must be emailed to your sponsors three calendar days before your Sprint Review. For example if your Sprint Review is on Monday, it should be emailed by Friday. If your Sprint Review is on Wednesday, it should be emailed by Sunday. Please cc me on all such emails.

Your deliverable will be graded by me up to ten days after it has been submitted. Please book a 30 minute RSN/Starfish appointment with me. BEFORE that appointment, your document should be uploaded to Blackboard along with your Effective Writing Analysis document described above.

Please also pay attention to the Computer Science department's rubrics for written deliverables, posted in the Rubrics section of the SWENG home page.