



## ENGLISH 1210 SYLLABUS

<b>Course Number Course Name</b>	ENGL 1210 Technical Communications
<b>Credit Value (Breakdown of theory and lab credits)</b>	3 (3T + 0S)
<b>Catalog Course Description</b>	This is an introductory study of written and verbal communications used in the technical professions with emphasis in the planning, execution, and editing of professional and technical documents and other communication media.
<b>Course Student Learning Outcomes/Objectives /Competencies</b>	<ol style="list-style-type: none"> <li>1. Define the purpose, audience and objective for a given technical document analyze the primary audience for that communication.</li> <li>2. Design/format the pages and visuals for a document prepare and present oral presentations and briefings.</li> <li>3. Correctly use the format for several technical documents, including procedures, proposals, and job application materials.</li> </ol>
<b>College-Wide Student Learning Outcomes measured (General education courses only)</b>	Information and Digital Literacy
<b>Program Student Learning Outcomes measured</b>	Students are introduced to AA Liberal Arts SLO 2: Respond critically to a variety of texts within liberal arts.