

<b>Name of Faculty Mentor</b>	<b>Minakshi</b>
<b>Novel Engaging Course Title</b>	<b>Technical Report Writing for Engineers (2000100)</b>
<b>Objectives of Course</b>	To learn written communication skills in the wake of present day professional world To enhance the understanding of written communication with practice oriented approach To collect, analyse, report data and increase technical paper writing skills. To familiarize with grammar and usage. Also, this course will increase the presentation skills. To acquire higher order writing skills through project assignments
<b>Content</b>	Fundamentals and elements of Report writing. Types of reports such as memo, corrigendum. How to write a laboratory report? What is scientific writing? What is the origin of writing? What is a scientific article? How to prepare a title? How to list the authors and their affiliations? How to prepare a short summary? How to write an introduction, Materials and method, Results and discussion? How to write acknowledgements, references, tables, and figures. How to communicate with the editors. How to select the sources of data? How to do the Data analysis, illustrating data and mechanics of writing. How to prepare the presentation and key points to be considered during the oral presentation? How to write the Conference papers, and Book reviews? Key points regarding the poster presentation, Ethical issues, rights and permissions, and abbreviations. Flow of IPR. Issues related to plagiarism and ways to counter the same.
<b>Contact hrs</b>	30 hrs
<b>Outcomes of Course</b>	Upon completion of this course, students will: <ol style="list-style-type: none"> <li>1. Demonstrate the characteristics of technical and business writing.</li> <li>2. Demonstrate the stages of the writing process (prewrite/draft/revise/edit) and apply them to technical and workplace writing tasks.</li> <li>3. Produce documents related to technology and writing in the workplace and will have improved their ability to write clearly, concisely, and accurately.</li> </ol>