

Model Course/Program Outcomes Guide

September 2009

Directions: Please complete this form to document your progress toward improving student learning. For each item, indicate your progress and your anticipated next steps. Thank you!

Course/Program Title: English 112 Technical Writing

Course/Program Team: Alicia Drumgoole; Amanda Miller

Expected Learning Outcomes: Students will be able to

- determine the specific purpose and audience in professional written communication
- evaluate pieces of technical writing with respect to tone and clarity
- revise all written communication using a reader-centered approach
- employ standard written English
- render clear, cogent ideas and employ critical judgment for discourse in writing

Assessment

Since this is a writing class, students are assessed on their ability to produce quality final drafts. The capstone project for this class is a long report, which includes 5-7 pages of text, a works cited page or a list of references, 3-5 visuals, an abstract, a transmittal document, a title page, a table of contents, a list of illustrations and correct pagination.

Validation

Results

Follow-up

Budget Justification