

Course Schedule - Summer 2005

Business and Technical Writing

250 *Principles Bus Comm* Credit: 3 hours.

(B&T W 250) Teaches students to apply the principles of successful professional communication to workplace writing tasks. Students will also practice editing and supervising the writing of others. Assignments replicate typical business cases and situations, including a report that requires students to compile and interpret research. Credit is not given for both BTW 250 and either BTW 253, BTW 261, or BTW 263. Prerequisite: Junior standing and completion of campus Composition I requirement.

This course satisfies the General Education Criteria for a Advanced Composition course.

CRN	Type	Section	Time	Days	Location	Instructor
30709	lecture-discussion	B	09:00 AM - 10:15 AM	MTWR	room 150 English Bldg	Bellwoar, H
30709: Advanced Composition course.Meets 13-Jun-05 - 04-Aug-05.						
30712	lecture-discussion	C1	10:30 AM - 11:45 AM	MTWR	room 119 English Bldg	McWhorter, E
30712: Advanced Composition course.Meets 13-Jun-05 - 04-Aug-05.						
30714	lecture-discussion	C2	10:30 AM - 11:45 AM	MTWR	room 131 English Bldg	Wiberg, C
30714: Advanced Composition course.Meets 13-Jun-05 - 04-Aug-05.						
30718	lecture-discussion	E1	01:30 PM - 02:45 PM	MTWR	room 150 English Bldg	Davidson, K
30718: Advanced Composition course.Meets 13-Jun-05 - 04-Aug-05.						
30710	lecture-discussion	E2	01:30 PM - 02:45 PM	MTWR	room 119 English Bldg	May, J
30710: Advanced Composition course.Meets 13-Jun-05 - 04-Aug-05.						
30716	lecture-discussion	X1	12:00 PM - 01:15 PM	MTWR	room 150 English Bldg	Gilmore, S
30716: Advanced Composition course.Meets 13-Jun-05 - 04-Aug-05.						

261 *Principles Tech Comm* Credit: 3 hours.

(B&T W 261) Teaches students to apply the principles of successful professional writing to a range of realistic cases in technical communication. Emphasizes flexible problem-solving skills and a clear style for communicating technical information to a range of readers. Assignments will include correspondence, instructions, proposals, and a technical report or similar project. Credit is not given for both BTW 261 and BTW 250, BTW 253 or, BTW 263. Prerequisite: Junior standing and completion of campus Composition I requirement.

This course satisfies the General Education Criteria for a Advanced Composition course.

CRN	Type	Section	Time	Days	Location	Instructor
30720	lecture-	X	12:00 PM - 01:15 PM	MTWR	room 119 English Bldg	Ledoux, J

	discussion		PM		Bldg	
30720: Advanced Composition course.Meets 13-Jun-05 - 04-Aug-05.						