

Course Schedule - Fall 2006

Business and Technical Writing

250 *Principles Bus Comm* Credit: 3 hours.

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
37980	lecture-discussion	A1	08:00 AM - 08:50 AM	MWF	room 259 English Bldg	Dickison, C
37980: Advanced Composition course.						
37983	lecture-discussion	A2	08:00 AM - 08:50 AM	MWF	room 36 English Bldg	Verderame, M
37983: Advanced Composition course.						
37987	lecture-discussion	B1	09:00 AM - 09:50 AM	MWF	room 259 English Bldg	Keyes, B
37987: Advanced Composition course.						
37988	lecture-discussion	B2	09:00 AM - 09:50 AM	F	room 44 English Bldg	Vredenburg, J
37988: Advanced Composition course.						
	lecture-discussion	B2	09:00 AM - 09:50 AM	MW	room 304 English Bldg	Vredenburg, J
: Advanced Composition course.						
37989	lecture-discussion	C1	10:00 AM - 10:50 AM	MWF	room 259 English Bldg	Kelly, D
37989: Advanced Composition course.						
37990	lecture-discussion	C2	10:00 AM - 10:50 AM	F	room 108 English Bldg	Vredenburg, J
37990: Advanced Composition course.						
	lecture-discussion	C2	10:00 AM - 10:50 AM	MW	room 304 English Bldg	Vredenburg, J
: Advanced Composition course.						
37993	lecture-discussion	C3	10:00 AM - 10:50 AM	F	room 137 Henry Administration Bldg	Pincus, A
37993: Advanced Composition course.						

	lecture-discussion	C3	10:00 AM - 10:50 AM	MW	room 137 Henry Administration Bldg	Pincus, A
: Advanced Composition course.						
46794	lecture-discussion	C4	10:00 AM - 10:50 AM	MWF	room 44 English Bldg	McNeney, A
46794: Advanced Composition course.						
37991	lecture-discussion	D1	11:00 AM - 11:50 AM	MWF	room 304 English Bldg	
37991: Advanced Composition course.						
37992	lecture-discussion	D2	11:00 AM - 11:50 AM	MWF	room 137 Henry Administration Bldg	Kelly, D
37992: Advanced Composition course.						
37997	lecture-discussion	E1	01:00 PM - 01:50 PM	MWF	room 36 English Bldg	Moss, A
37997: Advanced Composition course.						
37998	lecture-discussion	E2	01:00 PM - 01:50 PM	MWF	room 29 English Bldg	Brunton, J
37998: Advanced Composition course.						
38005	lecture-discussion	E3	01:00 PM - 01:50 PM	MWF	room 137 Henry Administration Bldg	Kelly, D
38005: Advanced Composition course.						
37999	lecture-discussion	F1	02:00 PM - 03:15 PM	MW	room 36 English Bldg	Bennett, A
37999: Advanced Composition course.						
38000	lecture-discussion	F2	02:00 PM - 03:15 PM	MW	room 29 English Bldg	Searsmith, K
38000: Advanced Composition course.						
43029	lecture-discussion	F3	02:00 PM - 03:15 PM	W	room 137 Henry Administration Bldg	Hays, M
43029: Advanced Composition course.						
	lecture-discussion	F3	02:00 PM - 03:15 PM	M	room G27 Foreign Languages Bldg	Hays, M
: Advanced Composition course.						
38001	lecture-discussion	G1	03:30 PM - 04:45 PM	MW	room 36 English Bldg	Bennett, A

38001: Advanced Composition course.						
43028	lecture-discussion	G2	03:30 PM - 04:45 PM	MW	room 29 English Bldg	Vanrenen, D
43028: Advanced Composition course.						
43030	lecture-discussion	G3	03:30 PM - 04:45 PM	MW	room 137 Henry Administration Bldg	Slobodnik, S
43030: Advanced Composition course.						
38002	lecture-discussion	L1	08:00 AM - 09:15 AM	TR	room 259 English Bldg	Hechler, W
38002: Advanced Composition course.						
38003	lecture-discussion	L2	08:00 AM - 09:15 AM	TR	room 304 English Bldg	Hays, M
38003: Advanced Composition course.						
46795	lecture-discussion	M2	09:30 AM - 10:45 AM	TR	room 259 English Bldg	Buck, A
46795: Advanced Composition course.						
38006	lecture-discussion	P1	11:00 AM - 12:15 PM	R	room 259 English Bldg	Brubaker, A
38006: Advanced Composition course.						
	lecture-discussion	P1	11:00 AM - 12:15 PM	T	room 202 Lincoln Hall	Brubaker, A
: Advanced Composition course.						
38008	lecture-discussion	Q2	12:30 PM - 01:45 PM	TR	room 259 English Bldg	May, J
38008: Advanced Composition course.						
38009	lecture-discussion	S1	02:00 PM - 03:15 PM	TR	room 259 English Bldg	May, J
38009: Advanced Composition course.						
37995	lecture-discussion	X1	12:00 PM - 12:50 PM	MWF	room 206 Lincoln Hall	McQuiston, E
37995: Advanced Composition course.						
37996	lecture-discussion	X2	12:00 PM - 12:50 PM	MWF	room 36 English Bldg	Moss, A
37996: Advanced Composition course.						

261 Principles Tech Comm Credit: 3 hours.

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
31438	lecture-discussion	F	02:00 PM - 03:15 PM	MW	room 206 Lincoln Hall	Grohens, J
31438: Advanced Composition course.						
31446	lecture-discussion	G	03:30 PM - 04:45 PM	MW	room 115 English Bldg	Lee, M
31446: Advanced Composition course.						
31441	lecture-discussion	P	11:00 AM - 12:15 PM	TR	room 149 English Bldg	Lee, M
31441: Advanced Composition course.						
31444	lecture-discussion	S	02:00 PM - 03:15 PM	TR	room 29 English Bldg	Hechler, W
31444: Advanced Composition course.						

263 *Writing in the Disciplines* Credit: 3 hours.

Teaches students to apply principles of professional communication to the writing tasks typical of specific disciplines or professions. Assignments will vary, depending on the focus of the course, but will include a substantial report or project. Credit is not given for both BTW 263 and BTW 250, BTW 253, or BTW 261. 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
29729	lecture-discussion	E	01:00 PM - 02:50 PM	MW	room 304 English Bldg	Gossett, K
29729: Advanced Composition course.						
29729: Topic Section E: Multimedia Writing and Design						
40434	lecture-discussion	M	09:30 AM - 10:45 AM	TR	room 304 English Bldg	Hays, M
40434: Advanced Composition course.						
40434: Topic Section M: Ethical Communication and Personal Exploration						
40433	lecture-discussion	Q	12:30 PM - 01:45 PM	TR	room 36 English Bldg	Hechler, W
40433: Advanced Composition course.						
40433: Topic Section Q: Science Journalism						

47961	lecture-discussion	S	02:00 PM - 03:15 PM	R	room 36 English Bldg	Bilbro, R
47961: Advanced Composition course.						
	lecture-discussion	S	02:00 PM - 03:15 PM	T	room 304 English Bldg	Bilbro, R
: Advanced Composition course.						
: Topic Section S: Technology, Communication and Contemporary Society						

271 Persuasive Writing Credit: 3 hours.

Students will study principles of persuasion as applied to writing and designing written communications for business and the professions. Included are ads, direct-mail campaigns, argumentative essays, proposals, and other types of writing designed to move readers to action. Same as ADV 288. Prerequisite: Sophomore standing and completion of campus rhetoric requirement.

CRN	Type	Section	Time	Days	Location	Instructor
38013	lecture-discussion	M	09:30 AM - 10:45 AM	TR	room 29 English Bldg	Olson, K
38014	lecture-discussion	P	11:00 AM - 12:15 PM	TR	room 44 English Bldg	Mendoza, V
38011	lecture-discussion	X	12:00 PM - 12:50 PM	MWF	room 304 English Bldg	Searsmith, K

272 Report Writing Credit: 3 hours.

Personal direction in a report writing project which can be integrated with research in another course; study of report-writing principles and practices. Classes meet for the first month after which the student and the instructor arrange a conference schedule. Small group meetings are arranged for presentation of proposals, progress reports, and summary reports. Prerequisite: Completion of campus rhetoric requirement and sophomore standing.

CRN	Type	Section	Time	Days	Location	Instructor
47516	lecture-discussion	P	11:00 AM - 12:15 PM	TR	room 304 English Bldg	O'Connor, J
47516: Topic Section P: Proposals and Grants						

290 Individual Study Credit: 0 to 3 hours.

Independent research with a chosen tutor leading to the writing of a formal report or preparation of some other type of major presentation of information. Enroll in BTW office, 294 English Building. Approved for both letter and S/U grading. May be repeated to a maximum of 6 hours. Prerequisite: Consent of instructor.

CRN	Type	Section	Time	Days	Location	Instructor
10407	independent		ARRANGED			

	study					
10407: Instructor Approval Required						

402 ***Descriptive English Grammar*** Credit: 3 or 4 hours.
 Same as ENGL 402. See ENGL 402.

CRN	Type	Section	Time	Days	Location	Instructor
34486	lecture-discussion	1G	02:00 PM - 03:15 PM	MW	room 259 English Bldg	Baron, D
34486: 4 hours						
34484	lecture-discussion	1U	02:00 PM - 03:15 PM	MW	room 259 English Bldg	Baron, D
34484: 3 hours						