

## COURSE SYLLABUS AND COURSE REQUIREMENTS

### ACADEMIC YEAR 2023/2024 SEMESTER 2

<i>Course title</i>	<i>English for Written Technical Communication</i>
<i>Course Code</i>	SZE102AN
<i>Hours/Week: le/pr/lab</i>	2
<i>Credits</i>	2
<i>Degree Programme</i>	all
<i>Study Mode</i>	full time
<i>Requirements</i>	course grade
<i>Teaching Period</i>	autumn /spring
<i>Prerequisites</i>	Placement test
<i>Department</i>	Department of Foreign Languages for Technical Purposes
<i>Course Director</i>	Julia Török
<i>Teaching Staff</i>	Julia Török

## COURSE DESCRIPTION

The course is designed for students attending engineering higher education. It requires an intermediate knowledge of English. This course bridges the gap between academic and technical English and introduces students to the principles of effective written communication and critical reading. The selection of materials focuses on the needs of engineering professionals. The course features thought-provoking topics with several articles and texts on the latest developments in technology and engineering. These texts are used as resources for technical vocabulary and models for the passages to be written by students. Students practise note taking, paraphrasing, writing technical descriptions, summaries, reviews, posters and learn the skills of developing an argument and analysing visual information. The course develops students' understanding of how they can avoid plagiarism. Students will have individual tasks but they will also work in pairs or teams.

## SYLLABUS

### 1. GOALS AND OBJECTIVES

The aim of the course is to help students understand the conventions of technical writing in English and develop their ability to write in a professional manner.

## 2. COURSE CONTENT

### TOPICS

#### PRACTICE

Video: 5G  
Writing: giving a definition, developing an argument  
Reading: 3D printing  
Writing: crediting sources, avoiding plagiarism  
Reading: robots  
Writing: note taking, comparing and contrasting  
Reading: waste management technologies  
Writing: proposals  
Reading: Dyson electronics  
Writing: summary  
Reading: subterranean hotel  
Writing: collecting information from sources, referencing  
Reading: BIM  
Writing: technical description  
Reading: 50 things that made the modern economy  
Writing: finding key pieces of information and giving a brief summary  
Reading: engineering feats  
Writing: supporting views with arguments  
Reading and writing: understanding and writing about visual information

## DETAILED SYLLABUS AND COURSE SCHEDULE

### PRACTICE

week	Topic	Compulsory reading; page	Required tasks	Deadline
1.	Placement test		<a href="https://forms.gle/WDQaE3PMRWnx12NTA">https://forms.gle/WDQaE3PMRWnx12NTA</a>	13 September
2.	Introduction to the course  Video: 5G Writing: giving a definition, developing an argument	How 5G will change the farming industry (video) <a href="https://www.youtube.com/watch?time_continue=2&amp;v=oZDM-Ojls-s">https://www.youtube.com/watch?time_continue=2&amp;v=oZDM-Ojls-s</a>	In-class assignment: answering questions, gap-fill  In-class assignment: the most interesting current developments in engineering, technology or architecture  Teams assignment: definitions	20 September
3.	Video: 3D printing Writing: crediting sources, avoiding plagiarism	3D printing (video)  Plagiarism quiz  Paraphrasing (handout)	In class: Comprehension questions Teams assignment: writing a summary avoiding plagiarism (paraphrasing)	27 September
4.	Reading: robots Writing: note taking, comparing and contrasting	Fully autonomous warehouse robots (article)  Robot Dog Spot: What Futuristic Things Can it ACTUALLY Do? (Boston Dynamics) <a href="https://www.youtube.com/watch?v=mqDncPrTl2w">https://www.youtube.com/watch?v=mqDncPrTl2w</a>	In-class assignment: gap-fill and comprehension questions  Teams assignment: comparing and contrasting	4 October
5.	Reading: waste management technologies Writing: proposals	Waste management in Pécs in 2018 Waste management data: municipal waste in EU countries Hazardous waste (video) Envac's automated waste management system (video) <a href="https://vimeo.com/121141402">https://vimeo.com/121141402</a>  How to write a proposal	Teams assignment: engineering proposal	11 October
6.	Reading: Dyson electronics Writing: summary	Sir James Dyson: from barrows to billions (article) The spectacular growth of Dyson (charts) Providing information about an innovative product /invention: the main points of a summary (handout)	In-class reading comprehension questions  Teams assignment: The James Dyson Award – winning projects (summary)	18 October

7.	Reading: subterranean hotel Writing: collecting information from sources, referencing	This is how China was able to build the world's first subterranean hotel <a href="https://www.architecturaldigest.com/story/china-build-worlds-first-subterranean-hotel">https://www.architecturaldigest.com/story/china-build-worlds-first-subterranean-hotel</a> Referencing, citational styles	In-class assignment: comprehension questions and vocabulary quiz  Teams assignment: An interesting building in your country (finding reliable professional sources)	25 October
8.	Reading: BIM Writing: technical description	What is BIM? <a href="https://www.pbctoday.co.uk/news/digital-construction/bim-news/what-is-bim/40457/">https://www.pbctoday.co.uk/news/digital-construction/bim-news/what-is-bim/40457/</a>  Giving a technical description (handout)	In-class assignment: comprehension questions  Teams assignment: technical description	8 November
9.	All Saints' Day (no class)			
10.	Reading: 50 things that made the modern economy Writing: finding key pieces of information in a long text and giving a brief summary	50 Things That Made the Modern Economy (BBC podcast episodes/ articles related to engineering, technology and architecture) – list with links provided in Teams folder	In-class task: Writing the outline of the article summary  Teams assignment: 50 Things (article summary)	15 November
11.	Reading: engineering feats Writing: supporting views with arguments	National Academy of Engineering: The Greatest Engineering Achievements of the 20 <sup>th</sup> century <a href="http://www.greatachievements.org/">http://www.greatachievements.org/</a>  The language of arguments (handout)	In-class task (in groups): drawing up the list of the greatest engineering achievements of the first decades of the 21 <sup>st</sup> century  Teams assignment: the greatest engineering achievements of the first decades of the 21 <sup>st</sup> century (with reasons)	22 November
12.	Reading and writing: understanding and writing about visual information	Graphs and charts quiz Useful vocabulary to write about charts and graphs (handout)	Teams assignment: charts, graphs and diagrams	29 November
13.	Reviewing marked assignments	Discussing common writing mistakes		29 November

### 3. ASSESSMENT AND EVALUATION

#### ATTENDANCE

*In accordance with the Code of Studies and Examinations of the University of Pécs, Article 45 (2) and Annex 9. (Article 3) a student may be refused a grade or qualification in a full-time course if the number of class absences exceeds 30% of the contact hours stipulated in the course description.*

**Method for monitoring attendance**

attendance sheet

**ASSESSMENT**

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**Course resulting in mid-term grade**

**Mid-term assessments, performance evaluation and their ratio in the final grade**

Type	Assessment	Ratio in the final grade
assignments	10 x 15 = 150 marks	48%
class attendance and participation	11 x 15 = 165 marks	52%

**Re-take exam and late assignment submission procedure and assessment**

A maximum of two missed assignments can be submitted in the last two weeks of the semester through the Assignment set up on Teams for late submissions.

**Grade calculation as a percentage**

Course grade	Performance in %
excellent (5)	85 % ...
good (4)	71 % ... 84 %
satisfactory (3)	55 % ... 70 %
pass (2)	40 % ... 54 %
fail (1)	below 40 %

## 4. SPECIFIED LITERATURE

**COMPULSORY READING**

Articles and videos specified in the detailed syllabus (all materials to be found in the Teams folder by week)