

COMPOSITION 3130
ADVANCED WRITING:
ENGINEERING
Spring 2003

Dr. Cannan
Office: 405 Humanities
Office Hours: M: 2:00B3:00; T, R: 12:30B1:30

Office Phone: 726-6268
Mailbox: 412 Humanities
E-mail: pcannan@d.umn.edu

Discussion Schedule

- 1/21 Introduction. Statement of Background and Goals.
1/23 Statement of Background and Goals.
- 1/28 Grammar.
1/30 Rhetorical Analysis.
- 2/4 Rhetorical Analysis.
2/6 Rhetorical Analysis.
- 2/11 Rhetorical Analysis. Bibliography for Project #1 Due.
2/13 Rhetorical Analysis.
- 2/18 Rhetorical Analysis.
2/20 Rhetorical Analysis: Draft Revision Workshop.
- 2/25 The Memo. **Project #1 Due.**
2/27 Letters.
- 3/4 In-Class Memo Exam. Letters.
3/6 Letters.
- 3/11 Letters: Draft Revision Workshop.
3/13 Open. **Project #2 Due.**
- 3/17B3/21 Spring Break!
- 3/25 Job Application Package.
3/27 Job Application Package.
- 4/1 Job Application Package. Resumes.
4/3 Job Application Package. Resumes.
- 4/8 Job Application Package. Cover Letters.
4/10 Job Application Package. Cover Letters.
- 4/15 Job Application Package: Draft Revision Workshop.

- 4/17 Instructions. **Project #3 Due.**
- 4/22 Instructions.
- 4/24 Instructions. Instruction Proposal Memo Due.
- 4/29 Instructions.
- 5/1 Instructions.
- 5/6 Instructions: Draft Revision Workshop.
- 5/8 What have we learned? Course Evaluations. **Project #4 Due.**

NOTE: *This syllabus is tentative and subject to change.*
Any additions, modifications, etc. will be announced in class.