

BRIEF SYLLABUS
38:578:502 WRITING IN EMPLOYMENT RELATIONS

COURSE DESCRIPTION:

Creation of articulate, persuasive written documents of the type needed in professional positions in employment relations; construction of an argument; intensive, individualized instruction; ESL students particularly welcome.

SMLR LEARNING OBJECTIVES:

I) Written & Oral Communication – Communicate effectively at a level and in modes appropriate to an entry level professional.

The goal of this class is to enable students to produce well-argued, grammatically correct papers with the degree of sophistication required by professionals in the field. Students will achieve this end through reading, writing, revision, and peer editing.

ASSESSMENT OF LEARNING OBJECTIVES:

Assessment of this objective will be based primarily on the quality of student writing in a series of assignments designed to mimic common workplace reports. The final report should be written on the level of a professional in our field.

TYPICAL COURSE REQUIREMENTS*:

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| • Paper #1 | 20% |
| • Paper #2 | 20% |
| • Paper #3 | 25% |
| • Forums | 10% |
| • Journals | 20% |
| • Peer editing | 5% |

*Course requirements are subject to change.