

San José State University
College of Science/Computer Science
CS100W, Technical Writing Workshop, 01, 02, 03, & 04, FALL Semester, 2022

Course and Contact Information**Instructor: Office**

Debra Caires

Location: Telephone:

Zoom Online (no formal office available)

Email:

I do not have a designated SJSU desktop phone number. Please send your message via Canvas (preferred), as I use the Canvas mobile application on my cell phone and my response is usually within the hour. During lecture, I will also give you alternate ways to contact me directly.

debra-caires@sjsu.edu (response within 24 hours, M-F)

Office Hours:

Wednesday 1:00-3:00 p.m., AND Friday online by Appointment. Please email me to set-up Zoom online meetings; my online office hours can get fairly packed and I don't want to miss meeting with you.

Class Days/Time:

01 40 02,	0 00-1015
02 40 03,	1030-1145
03 40 04,	0 00-1015
04 42467,	1030-1145

Classroom:

All sections meet on Zoom during your scheduled class time

Prerequisites:

Upper Division Undergraduate Student Standing, Pass WST

GE/SJSU Studies Category:

Area Z

Course Format

This course follows a flipped model using Zoom online participation. The first meeting of each week will include a guided lecture and a Q&A session. The second meeting of each week will include group work and hands-on activities with for-credit activities; we will use Breakout Rooms and Google Meet so do not be late to class or you'll miss your session. Although you will approach and tackle work as a group (group collaboration and creation), individually you will be expected to submit your work (the work you created in the group) to Canvas for individual course credit. The slots will be time and date sensitive (deadlines set), so you will need to attend Zoom lectures and the hands-on workshops on a regular basis in order to succeed in this course. We also contribute to quite a few online discussions. If you miss an online discussion or you submit the required writing late, you will neglect to earn the discussion points and/or the peer-to-peer assessment points. We also have impromptu discussions online and class polls (for points and credit), please don't miss class as you'll miss the opportunity to gain these points as well.

Because you may be working with technologies that are unfamiliar to you, this course will require your patience and time to deal with technology. Here are the technologies you should have ready access to for the course:

1. An E-mail account that lets you attach and receive files - this means that you need to have enough storage

Goal 3 has two learning outcomes (PLOs 8 and 9):

PLO 8. [Integration and Application]: Integrate and apply knowledge and methods from more than

GELO 6. Learners will be familiar with basic sources and methods of research and documentation on topics in technology, including online research. Learners will be able to synthesize and integrate material from primary and secondary sources with their own ideas in a technical essay. Learners will be able to dissect a use case study and understand its parts.

All items

<http://www.sjsu.edu/senate/docs/F13-1.pdf> for more details.

Here is the text:

SAN JOSE, CA 95192 F13-1, SJSU Policy, Students' Rights to Timely Feedback on Class Assignments Legislative History: Rescinds F68-18 At its meeting of November 18, 2013, the Academic Senate approved the following policy recommendation presented by Senator Frazier for the Instruction and Student Affairs Committee. F68-18 explained students' rights to know their test and paper scores within a reasonable time. However, with the increasing use of technology, instructors now give a much wider range of assignment types, including presentations, online discussion, and group projects than they did when F68-18 was written. This new policy gives students the right to be provided with feedback on all types of assignments within a reasonable time. Action by University President: Approved and signed by President Mohammad Qayoumi on December 9, 2013. University Policy Students' Rights to Timely Feedback on Class Assignments Resolved: 1. All students have the right, within a reasonable time, to know their academic scores, to review their grade-dependent work, and to be provided with explanations for the determination of their course grades. 2. That F68-18 be hereby rescinded. Rationale: F68-18 had a

Due to FERPA regulations, **I do not discuss grades via email or online.** I also do NOT use Discord or any other platform not sanctioned by SJSU.

an 'A' paper. A successful effort is evident throughout the paper. Slight inconsistencies in identifying audience. The work's purpose and technical objectives may be somewhat ill-defined. Background material sets the context, c. 13.2 (c) -9.1 (or -9 6nc) -3.4 (on) 26.3(s) -5.7 (i) 14.8 (s) -5

CS100W / Technical Writing Workshop, FALL 2022, Course Schedule

Course Schedule: *The schedule is subject to change based on instructor's discretion and student in-person unanimous vote.*

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