

THE SEMESTER-LONG PROJECT: *UT PROSIM* IN ACTION



The purpose of this project sequence is to practice writing that serves real audiences and strengthens equity in our communities.

You get to choose your own subject to work with this semester, but it should be drawn from what you are learning in your major and should exemplify VT's motto *Ut Prosim* (That I May Serve).

Each of the six major assignments shown here will focus — in a different way, depending upon the genre or type of document — on the subject you have chosen.

STEP
01

SUBJECT SELECTION EMAIL

Pick your project subject & tell your teacher about it in a quick 3-step email. Do this for initial approval of your subject, with which you will work all semester.

STEP
02

RESEARCH PROPOSAL

Expand the discussion of your project subject in a formal proposal that includes a literature review. This gives you a quick start on your project research.

STEP
03

USER DOCUMENT

Create instructions, a checklist, or a quick-guide-type document to help readers learn helpful how-to information about your subject.

STEP
04

PROGRESS REPORT FOR INFO REPORT

Tell your teacher how your work on the informational report is progressing. How much have you gotten done? How much do you have left to do?

STEP
05

INFORMATIONAL REPORT

Write a comprehensive, objective overview of your subject for a group of decision-makers. Tell them enough about it so they can become better informed.

STEP
06

FACT SHEET

Create a two-page fact sheet to teach the public about your subject in a highly-visual, easy to read way that will appeal to many readers.