# Project Overview

*Tentative schedule with more specific dates and information is available in Canvas.*

## Semester-Long Project Overview

Over the course of this term, you will research, write, and design a series of interconnected documents about a subject rooted in your major that is guided by the spirit of *Ut Prosim.* Each assignment builds toward your ability to explain a complex topic clearly and accessibly to different real-world audiences, always with the goal of informing, guiding, or supporting action that contributes to fairness, accessibility, and the well-being of communities.

## Blue letters with light blue linesModule 1 (Weeks 1–2): Foundations & Project Initiation

Explore how rhetoric, ethics, and audience awareness shape technical communication. You’ll choose your semester-long topic and write a **Subject Selection Memo** that justifies its importance and identifies key audiences. This memo sets the foundation for all your major projects, so thoughtful topic selection and audience analysis are essential.

## A couple of people pointing at a graphModule 2 (Weeks 3–5) Proposing a Project

Develop a **Research Proposal** that outlines how you’ll approach your topic. You’ll learn to write clearly using plain language, support your ideas with research, and plan a project that meets real-world needs. This assignment also introduces techniques for evaluating sources and documenting your research professionally.

## A blue clipboard with a paper clipModule 3 (Weeks 6–8): Writing to Instruct

Create a **User Document** that explains a process or task for a non-expert audience. You’ll apply principles of document design and usability to make the information clear, helpful, and actionable. This module emphasizes accessibility and usability testing.

## A blue and black graph on paperModule 4 (Weeks 9–12): Writing for Decision-Makers

Research and write an **Informational Report** on your topic. You’ll focus on clarity, evidence, and purpose, targeting non-expert decision-makers. You’ll also complete a **progress report** and a **letter of transmittal** as part of the project.

## A blue and black logoModule 5 (Weeks 13–15): Writing for the General Public

Convert your report into an **Informational Fact Sheet** for a general audience. Your task is to simplify complex information, highlight key takeaways, and use visuals to communicate clearly with the public—like community members or constituents. You’ll learn to distill content for readability while maintaining accuracy and impact.