# Module & Project Overview

## Module 1 (Weeks 1–2): Foundations & Project Initiation

Blue letters with light blue lines

AI-generated content may be incorrect.Examine how rhetoric, ethics, and audience awareness shape effective technical communication as you begin exploring a topic you’ll return to throughout the course. For this module’s major assignment, the **Subject Selection Memo**, you will justify your topic, explain its relevance, and identify its intended audiences. Your work will focus on creating user-centered correspondence that is rhetorically effective, ethically responsible, and audience-appropriate.

## Module 2 (Weeks 3–5) Proposing a Project

A couple of people pointing at a graph

AI-generated content may be incorrect.Write a clear, well-organized **Research Proposal** on the topic you chose in Module 1. Writing a proposal helps you plan a project and explain why it matters. To do this well, you’ll need to understand how to present your ideas using plain language and how to support your plan with research. These concepts are key in technical writing, where your audience often needs to understand complex ideas quickly and easily.

## A blue clipboard with a paper clip AI-generated content may be incorrect.Module 3 (Weeks 6–8): Writing to Instruct

Create a user-facing document that makes information clear, usable, and helpful for the people who actually need it. In this module, you will focus on crafting a document that explains, guides, or supports action for a non-expert audience. To do this well, you’ll need to understand how user documentation and document design work together.

## Module 4 (Weeks 9–12): Writing for Decision-Makers

A blue and black graph on paper

AI-generated content may be incorrect.Compose a major **informational report for non-expert readers** that defines and explains a subject related to social justice, equity, or community benefit for a non-expert audience of decision-makers. You’ll research the topic thoroughly and write about it clearly, with attention to how it addresses a real-world need or challenge. To support the creation and delivery of your report, you’ll also write a progress report (to track your own work) and a letter of transmittal (to introduce your final report professionally).

## Module 5 (Weeks 13–15): Writing for the General Public

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AI-generated content may be incorrect.Shift your focus from writing to decision-makers to writing for the public. You’ve already researched an issue of social justice or community concern related to your major and written a detailed report aimed at leaders or policymakers. Now, your task is to take that same topic and translate it into a **one-page fact sheet** designed for the people those leaders serve, like local community members, constituents, or everyday users. To do this effectively, you’ll need to simplify complex information, highlight what matters most, and use visuals to help communicate key facts.

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