



Washington University in St. Louis

University College Fall Course

Technical Writing

U11 331 Ecomp 3 Credit Hours

Thursdays 6-8:30 P.M. Sept 2-Dec 16

Information: (314) 935-6700 ucollege.wustl.edu

Instructor: Allen Schwab

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(Please feel encouraged to write with questions)

Do you wish to enhance your job success? Or to write more effectively for personal enrichment?

Do you wish to write with greater clarity, economy, and precision in a technical, scientific, professional, or personal context?

Do you wish to sharpen your diagnostic, expressive, critical thinking, and collaborative problem solving skills?

***Technical Writing* is an undergraduate course designed to help you do all those things. In it, we study together short and longer reports, memos, letters (cover documents and executive summaries), mechanism and process descriptions (instructions and warnings), graphics, and oral presentations to discover what works more or less effectively – and *why* – so as to provide good models for our own efforts.**

No previous technical writing experience is required. Washington's University College is an evening division degree granting program almost exclusively attended by non-traditional age students. Its courses may be taken for credit or non-credit, at a tuition rate of \$555/credit hour, approximately 1/3 the rate for Washington's full time (day) undergraduates. Persons over age 60 may enroll for credit at half the regular tuition, or \$277.50/credit hour.