

ENGL 366: Better English Communication: Writing and Speaking for Your Audience II

The goal of this course is to achieve better results from our writing. In this course, we will examine ways to communicate complex ideas in terms that are appropriate for the intended audience. This course is designed for native or non-native speakers of English who are interested in improving the effectiveness of their writing.

Learning Objectives

After completing this course you will be able to:

- Write an engaging introductory email to a professional contact who you would like to collaborate with
- Respond to questions from your colleagues in writing, using clear and relevant statements and maintaining a collegial tone
- Make a suggestion or request to your supervisor, using clear and concise language with a friendly and respectful tone
- Summarize a scientific study in easy-to-understand language that can inform and engage a general audience

Credits: 2

Class Type: Graduate Course

Prerequisites:

ENGL 365

The above course(s) or permission from the instructor.

Program: Languages and General Studies