COURSE OUTLINE

(1) GENERAL

SCHOOL	SCHOOL OF ENGINEERING		
ACADEMIC UNIT	COMPUTER ENGINEERING AND INFORMATICS		
LEVEL OF STUDIES	Undergraduate		
COURSE CODE	**CEID_NY390**	SEMESTER	SPRING (6th)
COURSE TITLE	Technical Writing and Communication for Computer Engineering and Informatics		

INDEPENDENT TEACHING ACTIVITIES *if credits are awarded for separate components of the course, e.g. lectures, laboratory exercises, etc. If the credits are awarded for the whole of the course, give the weekly teaching hours and the total credits*	WEEKLY TEACHING HOURS	CREDITS
Lectures	2	2
Add rows if necessary. The organisation of teaching and the teaching methods used are described in detail at (d).	**2**	**2**

COURSE TYPE *general background, special background, specialised general knowledge, skills development*	Skills development
PREREQUISITE COURSES:	There are no prerequisite courses.
LANGUAGE OF INSTRUCTION and EXAMINATIONS:	Greek. Instruction may be given in English if foreign students attend the course.
IS THE COURSE OFFERED TO ERASMUS STUDENTS	YES (in English)
COURSE WEBSITE (URL)	https://www.ceid.upatras.gr/en/undergraduate/courses/technical-writing-and-communication-computer-engineering-and-informatics https://eclass.upatras.gr/courses/CEID1030/

(2) LEARNING OUTCOMES

Learning outcomes

The course learning outcomes, specific knowledge, skills and competences of an appropriate level, which the students will acquire with the successful completion of the course are described.

Consult Appendix A

- *Description of the level of learning outcomes for each qualifications cycle, according to the Qualifications Framework of the European Higher Education Area*
- *Descriptors for Levels 6, 7 & 8 of the European Qualifications Framework for Lifelong Learning and Appendix B*
- *Guidelines for writing Learning Outcomes*

With the successful completion of the course, students will be able to:

- Identify several types of technical documents in computer science and their characteristics.
- Using the appropriate tools to write simple or complex technical documents.
- Search for and use references appropriately for each document type.
- Be aware of intellectual property rights for technical documents and how to identify and avoid plagiarism.
- Present their ideas clearly in any type of audience.
- Apply all the above on their thesis.

General Competences	
Taking into consideration the general competences that the degree-holder must acquire (as these appear in the Diploma Supplement and appear below), at which of the following does the course aim?	
Search for, analysis and synthesis of data and information, with the use of the necessary technology *Adapting to new situations* *Decision-making* *Working independently* *Team work* *Working in an international environment* *Working in an interdisciplinary environment* *Production of new research ideas*	*Project planning and management* *Respect for difference and multiculturalism* *Respect for the natural environment* *Showing social, professional and ethical responsibility and sensitivity to gender issues* *Criticism and self-criticism* *Production of free, creative and inductive thinking* *……* *Others…* *…….*
Search for, analysis and synthesis of data and information, with the use of the necessary technology Decision-making Working independently Showing social, professional and ethical responsibility and sensitivity to gender issues Criticism and self-criticism Production of free, creative and inductive thinking	

(3) SYLLABUS

1. Presentation of the syllabus and the course outline, scientific organizations.
2. Simple documents, e-politeness, curriculum vitae, statement of purpose.
3. Literature review and references, tools for references management.
4. Plagiarism and self-plagiarism, tools.
5. Technical writing for scientific and business proposals.
6. Science documents, science metrics, papers, the review process.
7. Writing documents using TeX and LaTeX.
8. Editing with LaTeX, tools, equations, tables, pictures.
9. Creating various technical documents using LaTeX.
10. Presentations, tools (power point, beamer, prezi), slides, elements of a successful presentation.
11. Online presentations, job interviews.
12. Writing a thesis, creating a poster.
13. Presenting a thesis at the university, to technical audience, to a general audience.

(4) TEACHING and LEARNING METHODS - EVALUATION

DELIVERY *Face-to-face, Distance learning, etc.*	Face-to-face
USE OF INFORMATION AND COMMUNICATIONS TECHNOLOGY *Use of ICT in teaching, laboratory education, communication with students*	Lectures will use slides that will be available through the university LMS (eClass). Content provision and communication with the professors and peers will also be through eClass (messages and e-forum).
TEACHING METHODS *The manner and methods of teaching are described in detail.* *Lectures, seminars, laboratory practice, fieldwork, study and analysis of bibliography, tutorials, placements, clinical practice, art*	

Activity	*Semester workload*
Lectures	2 hours x 13 weeks = **26**
Project (preparation, development)	**25**

workshop, interactive teaching, educational visits, project, essay writing, artistic creativity, etc. *The student's study hours for each learning activity are given as well as the hours of non-directed study according to the principles of the ECTS*	Study and analysis of bibliography	**9**
	Course total	*60*
STUDENT PERFORMANCE EVALUATION *Description of the evaluation procedure* *Language of evaluation, methods of evaluation, summative or conclusive, multiple choice questionnaires, short-answer questions, open-ended questions, problem solving, written work, essay/report, oral examination, public presentation, laboratory work, clinical examination of patient, art interpretation, other* *Specifically-defined evaluation criteria are given, and if and where they are accessible to students.*	Students' evaluation is based on the projects. All projects are in Greek but can be also available in English for ERASMUS students.	

(5) ATTACHED BIBLIOGRAPHY

Basic bibliography

The course is based on the lectures and the material available through the course LMS

Suggested bibliography

- Donald E. Knuth,Tracy Larrabee, and Paul M. Roberts, "Mathematical Writing", MAA Notes #14, The Mathematical Association of America, 1989.
- Nicholas Higham, "Handbook of Writing for the Mathematical Sciences", SIAM, 1993.
- Justin Zobel, "Writing for Computer Science", 3d ed., Springer, 2014.
- The Chicago Manual of Style Online (16th edition).