

PRASAD V. POTLURI SIDDHARTHA INSTITUTE OF TECHNOLOGY

(Autonomous)

Kanuru, Vijayawada-520007

DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING (Data Science)

III B. Tech II Semester

Technical Paper Writing & IPR

Course Code	23AC1601	Year	III	Semester	II
Course Category	Audit Course	Branch	CSE (Data Science)	Course Type	Theory
Credits	3	L-T-P	2-0-0	Prerequisites	--
Continuous Internal Evaluation	30	Semester End Evaluation	--	Total Marks	30

Course Outcomes		
Upon Successful completion of course, the student will be able to		
CO1	Describe the principles of technical writing, document design, proofreading practices, word-processing tools, and intellectual property concepts to understand their role in producing professional technical reports.	L2
CO2	Apply drafting techniques, editing skills, and presentation methods to enhance the clarity and effectiveness of technical reports.	L3
CO3	Use advanced word-processing tools and intellectual property practices to improve the creation, protection, and management of professional technical documents.	L3
CO4	Analyze proofreading methods, word-processing features, and intellectual property principles to evaluate the quality, security, and legitimacy of technical documents.	L4

Contribution of course outcomes towards achievement of program outcomes & Strength of correlations (3: Substantial,2: Moderate,1: Slight)

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	P010	PO11	PSO1	PSO2
CO1	2												
CO2	3												
CO3	3												
CO4		3									2		

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Syllabus

Unit No	Contents	Map ped CO
I	Unit I: Introduction: An introduction to writing technical reports, technical sentences formation, using transitions to join sentences, Using tenses for technical writing. Planning and Structuring: Planning the report, identifying reader(s), Voice, Formatting and structuring the report, Sections of a technical report, Minutes of meeting writing	CO1
II	Unit II: Drafting report and design issues: The use of drafts, Illustrations and graphics. Final edits: Grammar, spelling, readability and writing in plain English: Writing in plain English, Jargon and final layout issues, Spelling, punctuation and Grammar, Padding, Paragraphs, Ambiguity	CO1, CO2, CO4
III	Unit III: Proofreading and summaries: Proofreading, summaries, Activities on summaries. Presenting final reports: Printed presentation, Verbal presentation skills, Introduction to proposals and practice.	CO1, CO2, CO4
IV	Unit IV: Using word processor: Adding a Table of Contents, Updating the Table of Contents, Deleting the Table of Contents, Adding an Index, Creating an Outline, Adding Comments, Tracking Changes, Viewing Changes, Additions, and Comments, Accepting and Rejecting Changes , Working with Footnotes and Endnotes, Inserting citations and Bibliography, Comparing Documents, Combining Documents, Mark documents final and make them read only., Password protect Microsoft Word documents., Using Macros,	CO1, CO3, CO4
V	Unit V: Nature of Intellectual Property: Patents, Designs, Trade and Copyright. Process of Patenting and Development: technological research, innovation, patenting, development. International Scenario: International cooperation on Intellectual Property	CO1, CO3, CO4

Learning Resources

Text Books

1. Kompal Bansal & Parshit Bansal, "Fundamentals of IPR for Beginner's", 1st Ed., BS Publications, 2016.
2. William S. Pfeiffer and Kaye A. Adkins, "Technical Communication: A Practical Approach", Pearson.
3. Ramappa, T., "Intellectual Property Rights Under WTO", 2nd Ed., S Chand, 2015.

References

1. Adrian Wallwork , English for Writing Research Papers, Springer New York Dordrecht Heidelberg London, 2011.
2. Day R, How to Write and Publish a Scientific Paper, Cambridge University Press(2006)

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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING (Data Science)**III B. Tech II Semester****E-Recourses and other Digital Material**

1. <https://www.udemy.com/course/reportwriting/>
2. <https://www.udemy.com/course/professional-business-english-and-technical-report-writing/>
3. <https://www.udemy.com/course/betterbusinesswriting/>