TECHNICAL PAPER WRITING & IPR

Course Code	23AC1601	Year	III	Semester	II
Course Category	-	Branch	CSE	Course Type	Theory
Credits	0	L – T – P	2-0-0	Prerequisites	--
Continuous Evaluation	30	Semester End Evaluation:	-	Total Marks	30

COs	Course Outcomes	Cognitive Level
CO1	Understand the fundamentals of technical writing, including sentence formation, grammar, structure, and report planning.	L2
CO2	Apply drafting techniques to prepare professional technical reports using illustrations, graphics, layout, and readability principles.	L3
CO3	Apply proofreading techniques to refine technical documents, prepare concise summaries, and present information effectively through written and verbal communication.	L3
CO4	Apply word processing tools and Intellectual Property Rights (IPR) knowledge for effective documentation, formatting, editing, collaboration, and understanding patent processes at national and international levels.	L3

Contribution of Course Outcomes towards achievement of Program Outcomes													
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PSO1	PSO2
CO1	√												
CO2			√										
CO3									√			√	
CO4						√							

Syllabus		
Unit No.	CONTENTS	Mapped CO
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	**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

III	**Proofreading and summaries:** Proofreading, summaries, Activities on summaries. **Presenting final reports:** Printed presentation, Verbal presentation skills, Introduction to proposals and practice.	**CO1, CO3**
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, CO4**
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, 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.

Reference Books:

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)

E-resources

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/