The Hong Kong Polytechnic University

<u>Subject Description Form</u>

Subject Code	ELC3623
Subject Title	Scientific Writing for HTI Students
Credit Value	2
Level	3
Pre-requisite	LCR English subjects
Objectives	This subject aims to develop the English language and communication skills required by students to discuss, propose and report scientific studies in writing.
Intended Learning Outcomes *(Note 1)*	Upon completion of the subject, students will be able to: a. describe and integrate data and sources in scientific writing critically and coherently b. organise and produce scientific reports coherently and in a scientific manner c. plan, organise and produce clearly written, logically developed and convincing proposals of scientific projects. To achieve the above outcomes, students are expected to use language and text structure appropriate to the context, select information critically, and present and support stance and opinion.
Subject Synopsis/ Indicative Syllabus *(Note 2)*	The content is indicative. The balance of the components, and the corresponding weighting, will be based on the specific needs of the students. • Introducing a study in technical reports and proposals Explaining the background to a study; reviewing, synthesising and critiquing sources and previous studies; stating objectives; describing the methodology; justifying a proposed project. • Presenting study results in scientific reports Describing and interpreting results; explaining causal relationships; discussing implications; presenting conclusions. • Organising scientific reports and proposals Organising the content logically and systematically; maintaining coherence and cohesion. • Using appropriate style and tone in scientific reports and proposals
Teaching/Learning Methodology	The study method is primarily seminar-based. Activities include teacher input as well as individual and group work involving drafting and

| (Note 3) | improving texts. Students will be referred to information on the Internet and the ELC's Centre for Independent Language Learning.

Learning materials developed by the English Language Centre are used throughout this course. Additional reference materials will be recommended as required. |
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| **Assessment Methods in Alignment with Intended Learning Outcomes**

(Note 4)									

Specific assessment methods/tasks	% weighting	Intended subject learning outcomes to be assessed (Please tick as appropriate)					
		a	b	c			
1. Scientific report writing	45%	✓	✓				
2. Project proposal writing	55%	✓		✓			
Total	100 %						

Explanation of the appropriateness of the assessment methods in assessing the intended learning outcomes:

This subject adopts the method of 100% continuous assessment. Students' writing skills are evaluated through assessment tasks designed to achieve the learning outcomes. Students are assessed on the accuracy and the appropriacy of the language used in fulfilling the assessment tasks, as well as the selection and organisation of ideas. The persuasiveness of the project proposal will also be assessed.

Student Study Effort Expected	Class contact:	
	■ Seminars	26 Hrs.
	Other student study effort:	
	■ Classwork-related and assessment related preparation and self-access work	52 Hrs.
	Total student study effort	78 Hrs.

| **Reading List and References** | **Required reading**

Course materials prepared by the English Language Centre

Recommended readings

Delaware Technical and Community College. (2004). *Writing skills for technical students* (5th ed.). Upper Saddle River, NJ: Pearson/Prentice Hall. |
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Ingre, D. (2003). *Technical writing: Essentials for the successful professional*. Mason, OH: Thomson.

Kynell, T. C. (1999). *Scenarios for technical communication: Critical thinking and writing.* Boston, MA: Allyn and Bacon.

Leedy, P. D. (1997). *Practical research: Planning and design.* Upper Saddle River, NJ: Merrill. [Chapter 6: proposal writing with example extracts]

Leiner, F. (2003). *Medical data management: A practical guide.* New York, NY: Springer.

Letendre, P. (1991). *Fundamentals of writing for the biomedical sciences.* Edmonton, Alta: University of Alberta.

Locke, L. F. (2000). *Proposals that work: A guide for planning dissertations and grant proposals.* Thousand Oaks, CA: Sage. [Chapter 7 on oral presentation of proposals]

Smith, F. G. (2003). *Key topics in clinical research: A user guide to researching, analyzing, and publishing clinical data.* Oxford: BIOS Scientific Pub.

VanAlstyne, J.S. & Tritt, M.D. (2002). *Professional and technical writing strategies: Communicating in technology and science.* Upper Saddle River, NJ: Prentice Hall.

Williams, K. (1996). *Scientific & technical writing.* Oxford: Oxford Centre for Staff Development.