Course guide
280828 - 280828 - Professional Communication in Naval Engineering

Last modified: 26/06/2024

Unit in charge:	Barcelona School of Nautical Studies
Teaching unit:	756 - THATC - Department of History and Theory of Architecture and Communication Techniques.
Degree:	MASTER'S DEGREE IN NAVAL AND OCEAN ENGINEERING (Syllabus 2017). (Optional subject).

Academic year: 2024   **ECTS Credits:** 5.0   **Languages:** English

LECTURER

Coordinating lecturer:	CLAUDIA BARAHONA FUENTES
Others:	Segon quadrimestre: CLAUDIA BARAHONA FUENTES - MUENO

DEGREE COMPETENCES TO WHICH THE SUBJECT CONTRIBUTES

Transversal:

CT3. TEAMWORK: Ability to work as a member of an interdisciplinary team, either as a member or performing management tasks, with the aim of contributing to projects pragmatically and sense of responsibility, assuming commitments considering the resources available.

CT4. EFFECTIVE USE OF INFORMATION RESOURCES: Manage the acquisition, structuring, analysis and visualization of data and information in the field of specialty, and critically evaluate the results of this management.

CT5. THIRD LANGUAGE Learning a third language, preferably English, with adequate oral and written and in line with the future needs of the graduates.

Basic:

CB6. Possess knowledge and understanding that provide a basis or opportunity be original in the development and / or application of ideas, often in a research context.

CB7. That the students can apply their knowledge and ability to solve problems in new or unfamiliar environments within broader (or multidisciplinary) contexts related to their study area.

CB8. Students should be able to integrate knowledge and handle the complexity of making judgments based on information that, being incomplete or limited, includes reflections on the responsibilities social and ethical linked to the application of their knowledge and judgments.

CB9. That students can communicate their conclusions and the knowledge and Latest rationale underpinning to specialists and non Specialty clearly and unambiguously.

CB10. Students must possess the learning skills that enable them continue studying in a way that will be largely self-directed or autonomous.

TEACHING METHODOLOGY

· Participatory lecture
· Cooperative learning
· Autonomous learning by means of the resolution of tasks and problems
· Autonomous learning of theoretical content

LEARNING OBJECTIVES OF THE SUBJECT

Familiarise students with spoken and written professional and technical communication and enable them to communicate effectively in English in authentic situations proper of their workplace settings.

Help students develop a range of professional communication skills, equipping them for a range of careers in bi- and multilingual and multicultural environments, thus familiarising students with intercultural competence.

Acquaint students with persuasive communication (elevator pitch) to effectively outline and communicate an idea for a product, service or project.

Practise the language of debates and discussions: agreeing and disagreeing in a multicultural and globalised world. Introduce basic techniques in negotiations.

Help students manage and continue their own learning process, using resources and strategies acquired during the course.

STUDY LOAD

Type	Hours	Percentage
Hours large group	45,0	36.00
Self study	80,0	64.00

Total learning time: 125 h

CONTENTS

MODULE 1. TECHNICAL WRITTEN COMMUNICATION FOR NAVAL ENGINEERS

Description:
The importance of technical writing for naval engineers.
Introduction to the basic concepts of technical writing: definition and main characteristics, as well as a brief description of the main functions found in this register.
Featuring technical communication: audience, purpose, tone and style.
Professional documents in English with special emphasis on technical reports (types, format, language and contents).

Full-or-part-time: 33h
Theory classes: 6h
Practical classes: 5h
Guided activities: 2h
Self study : 20h

MODULE 2. ORAL COMMUNICATION IN ACADEMIC AND PROFESSIONAL SETTINGS

Description:
Skills for effective listening and speaking in academic and professional settings.
Planning, organising and delivering informative oral presentations.
Oral communicative situations in professional settings (presentations, demonstrations, etc.).

Full-or-part-time: 34h
Theory classes: 6h
Practical classes: 6h
Guided activities: 2h
Self study : 20h

MODULE 3. PERSUASIVE COMMUNICATION

Description:
Persuasive oral presentations (persuasive language, signposting expressions, phrases used in oral presentations, attention grabbers, phrases to express claims, counter-claims and conclusions).
Elevator pitch.

Full-or-part-time: 34h
Theory classes: 6h
Practical classes: 6h
Guided activities: 2h
Self study : 20h

MODULE 4. DEBATES AND DISCUSSIONS

Description:
The language of debates and discussions in a multicultural world (agreeing/ disagreeing, taking the floor).
Discussing and negotiating. Meetings.
Intercultural communication in international settings: Avoiding misunderstandings and dealing with cultural differences.

Full-or-part-time: 24h
Theory classes: 5h
Practical classes: 5h
Guided activities: 1h
Self study : 13h

GRADING SYSTEM

The final mark is the result of the following assessment activities:
Nfinal = 0,25 Npf + 0,25 Nti+ 0,25 Npo + 0,25 Nac

Nfinal: final mark
Ntf: final assessment activity
Nti: assignments and reports
Npo: oral presentation
Nac: continuous assessment

The final assignment consists of questions associated to the course learning objectives, concerning knowledge or comprehension, and of practical and applied tasks with long answers.
The continuous assessment consists of different brief activities and tasks carried out during the course. This type of assessment also includes tests.
The assignments and reports can be individual or cooperative activities, which could be carried out inside the classroom or as homework. These assignments include written documents and an oral presentation.

EXAMINATION RULES.

If any of the classroom tasks or continuous assessment tasks is not carried out, the task will not be marked.
A student will receive the final mark of "Absent" if he/she does not carry out at least a 75% of the course assessment activities.

BIBLIOGRAPHY

Basic:

- Lannon, John M; Gurak, Laura J. Technical communication [on line]. Global edition, fourteenth edition. Boston: Pearson Education Limited, [2016] [Consultation: 01/09/2022]. Available on: https://ebookcentral-proquest-com.recursos.biblioteca.upc.edu/lib/upcatalunya-ebooks/detail.action?pq-origsite=primo&docID=5186037. ISBN 9781292154305.

- Bombardó Solés, Carmen; Aguilar, Marta; Barahona Fuentes, Clàudia. Technical writing [Recurs electrònic] : a guide for effective communication [on line]. Barcelona: Edicions UPC, 2007 [Consultation: 01/09/2022]. Available on: https://upcommons.upc.edu/handle/2099.3/36667. ISBN 9788498803488.

- Fisher, Roger; Ury, William; Patton, Bruce. Getting to yes : negotiating an agreement without giving in. [Updated and revised ed.]. London: Random House Business Books, 2012. ISBN 9781847940933.