Course guide
240402 - 240402 - Communicating Technical Information

Unit in charge: Barcelona School of Industrial Engineering
Teaching unit: 756 - THATC - Department of History and Theory of Architecture and Communication Techniques.
Degree: BACHELOR'S DEGREE IN INDUSTRIAL TECHNOLOGY ENGINEERING (Syllabus 2010). (Optional subject).
Academic year: 2023  ECTS Credits: 3.0  Languages: English

LECTURER
Coordinating lecturer: MARTA AGUILAR PEREZ
Others: Marta Aguilar Pérez

PRIOR SKILLS
The students should have studied English before. The course is addressed to students with an Upper-intermediate level (B.2.2) or above.

REQUIREMENTS
Students are recommended to possess a B.2.2 level, or higher, to follow successfully the course.

DEGREE COMPETENCES TO WHICH THE SUBJECT CONTRIBUTES

Transversal:
1. EFFICIENT ORAL AND WRITTEN COMMUNICATION. Communicating verbally and in writing about learning outcomes, thought-building and decision-making. Taking part in debates about issues related to the own field of specialization.
2. THIRD LANGUAGE. Learning a third language, preferably English, to a degree of oral and written fluency that fits in with the future needs of the graduates of each course.
3. SELF-DIRECTED LEARNING. Detecting gaps in one's knowledge and overcoming them through critical self-appraisal. Choosing the best path for broadening one's knowledge.
4. EFFICIENT ORAL AND WRITTEN COMMUNICATION. Communicating verbally and in writing about learning outcomes, thought-building and decision-making. Taking part in debates about issues related to the own field of specialization.
5. THIRD LANGUAGE. Learning a third language, preferably English, to a degree of oral and written fluency that fits in with the future needs of the graduates of each course.
6. TEAMWORK. Being able to work as a team player, either as a member or as a leader. Contributing to projects pragmatically and responsibly, by reaching commitments in accordance to the resources that are available.
TEACHING METHODOLOGY

The subject draws upon the following methodologies:
- Explanatory lectures which also allow for participation.
- Task performance (Individual work and pairwork) to put into practice the structures, vocabulary etc. explained, going from more to less guided tasks.
- Problem-solving learning whereby different communicative situations require diverse types of communication (different audience, different register).

DUE TO COVID19.
The methodology will mostly be ONLINE (with mostly asynchronous classes). The pandemic permitting, FIVE face-to-face lessons have been programmed and planned: during the week of 28 September, week of 19 October, week of 16 November, week of 23 de November and the last week before Christmas holidays for the exam. These Face2Face classes are designed for oral presentations, doubts, interactive activities, etc. but will become ONLINE in case of any problem.

LEARNING OBJECTIVES OF THE SUBJECT

1- The student will be able to provide accurate and in-depth descriptions using the technical register in English.
2- The student will be able communicate technical information in English by means of a wide array of linguistic resources (vocabulary, grammatical, lexical and syntactic structures) that enables students to effectively communicate in professional settings.
3- The student will be able to identify and evaluate different communicative situations, effectively responding to them: transmission of technical information to the general public and to peers, both in writing and verbally.

STUDY LOAD

<table>
<thead>
<tr>
<th>Type</th>
<th>Hours</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Self study</td>
<td>45,0</td>
<td>60.00</td>
</tr>
<tr>
<td>Hours medium group</td>
<td>30,0</td>
<td>40.00</td>
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</tbody>
</table>

Total learning time: 75 h

CONTENTS

- TÍTOL 1: Technical register

Description:
Effective communication in English: after reading texts and viewing oral presentations on technical topics in English, becoming acquainted with the technical register in English. Analyze its features and practise them by means of different activities and tasks.
- impersonality
- formal style and objective tone
- compound nouns in technical English

Full-or-part-time: 25h
Theory classes: 6h
Laboratory classes: 4h
Self study: 15h
- TÍTOL 2: Technical descriptions: physical descriptions

Description:
Physical descriptions (shape, size, measures, dimensions, composition, materials, classification).

Effective communication in English: adapting to different situations when describing a product, tool or machine technically. Listen to fragments and clippings and read texts with technical descriptions. Analyze characteristics and gain practice by means of different tasks.

Full-or-part-time: 25h
Theory classes: 7h
Laboratory classes: 3h
Self study: 15h

- TÍTOL 3: Technical descriptions: process description

Description:
Process description (simple processes simples and instructions; more complex processes, comparing alternatives, applications, etc. and cause-and-effect relationships).

Effective communication in English: adapting to different situations when describing different kinds of usual processes in engineering. Listen to fragments and clippings and read texts with technical descriptions. Analyze characteristics and gain practice with different tasks. Deliver oral presentations to two main types of audience (‘popular science” and experts).

Full-or-part-time: 25h
Theory classes: 6h
Laboratory classes: 4h
Self study: 15h

ACTIVITIES

WRITING TEXTS DESCRIBING A PRODUCT, TOOL, PROCESS, ETC.

Description:
From a graph, picture, flowchart or table, write a description in the technical register (Specs or Technical Specifications).

Full-or-part-time: 5h
Self study: 5h

READING AND LISTENING COMPREHENSION OF TECHNICAL COMMUNICATION (PRODUCT AND PROCESS DESCRIPTION).

Description:
Read technical texts and answer comprehension questions. Listen to fragments and answer comprehension questions. Classroom resources and digital resources (Atenea).

Full-or-part-time: 6h
Self study: 6h
ORAL PRESENTATION.

Description:
From a graph, picture, flowchart or table orally deliver a technical description for different situations requiring different degrees of formality. Classroom resources and digital resources (Atenea). The oral presentation delivered in front of classmates will be assessed.

Full-or-part-time: 5h
Self study: 5h

GRADING SYSTEM

IF FACE TO FACE:
- Oral presentation: 10 %
- Final exam: 55%
- 3 Deliverables: 30% (10% each)
- Classroom assignments: 5%

- Deliverable 1: Recommendation report (virtual exchange with Wisconsin, if possible)
- Deliverable 2: Writing technical description for the technical specifications (Specs) of a product (at the end of module 2)
- Deliverable 3: Process description (at the end of module 3)

BIBLIOGRAPHY

Basic:

Complementary: