

Course Title	Technical Speaking and Writing				
Course Code	MME 507				
Course Type	Compulsory				
Level	Graduate				
Year / Semester	2 nd Year / Fall Semester				
Teacher's Name	MME Faculty and Visitors				
ECTS	4	Lectures / week	2 hours	Laboratories / week	
Course Purpose and Objectives	The purpose of this course is to (a) ease students into confident and competent communication of their research to a live audience, and (b) achieve and improve their skills in writing of scientific publications and proposals.				
Learning Outcomes	<ul style="list-style-type: none"> • Acquire a foundation in public speaking and in professional and technical writing. • Create confidence in speaking ability through practice in class and rehearsals in individual tutorials. • Widen the language and skills needed for effective and clear communication of research projects. • Develop competence in preparing and presenting documents. • Achieve and improve skills in writing of scientific publications and proposals, therefore increasing the success rate. • Develop the language and skills needed for effective and clear communication of technical, scientific and professional information in academia and industry. 				
Prerequisites	NO	Required	NO		
Course Content	This course covers the principles and processes of speaking and writing effectively through intense instructions in oral and written communication. In the first part of the course, the language and skills needed for effective and clear communication will be developed and instructions in the design and preparation of scientific talks and posters will be given. The second part focuses on the preparation of scientific publications and proposals, the art of scientific writing, the preparation of figures and tables, correct citations, the selection of suitable journals, the submission of manuscripts and proposals and the reviewing and publication process.				

Teaching Methodology	<p>Class lectures; power point presentations; practical speaking/writing sessions</p> <p>Communicative, Collaborative</p> <p>During the first week of the semester, the Syllabus of the course is given by the teacher, which includes information on the course content, expected learning outcomes, assessment and office hours</p>
Bibliography	<ul style="list-style-type: none"> • Claus Ascheron, Angela Kickuth, <i>Make Your Mark in Science: Creativity, Presenting, Publishing, and Patents, a Guide for Young Scientists</i>, John Wiley, 2004. ISBN: 978-0-471-65733-0 • Mike Ashby, <i>How to Write a Paper</i>, University of Cambridge, Cambridge, 6th ed., 2005. http://www-mech.eng.cam.ac.uk/mmd/ashby-paper-V6.pdf • Raymond Boxman, Edith Boxman, <i>Communicating Science - A Practical Guide for Engineers and Physical Scientists</i>, World Scientific, 2017. ISBN: 9789813144224 • Lecture notes; selected articles
Assessment	Presentations (50%), written assignments (50%)
Language	English