ECE 372 – Microcontroller Design

Writing Portfolio Details

Writing Outcomes

- Procedural Document
  - Document a procedure, how something works, how to perform an operation, or how to solve a problem

- Problem Statement
  - Write a clear and succinct definition of an open-ended problem including a summary of known attempts to solve the problem

- Proposal
  - Write a proposal to perform a project, undertake research, develop a program, solicit funding, or some combination thereof

Writing Outcomes (cont.)

- Abstract/Summary
  - Write an abstract or summary of a technical document

- Persuasive Letter/Memo
  - Write a letter of memorandum taking a clear position defending or selling an idea to an audience

- Professional Design Report
  - Document a project in a professionally written design report

- Technical Explanation for a Non-technical Audience
  - Explain technical information to a non-technical audience

Writing Portfolio

- Writing portfolios are submitted as part of the senior capstone course ECE 498B
- Portfolio will consists of at most FOUR assignments
  - These four assignments must be used to satisfy all seven writing outcomes
    - Hint: You will also submit a cover letter to your writing portfolio that can be used to meet the Persuasive Letter/Memo outcome
- Collaborative Writing
  - You can only submit writing examples that you personally authored
    - Students often face the problem of determining which section of a document they authored
  - You should keep track of which elements of the writing in ECE 372 (and other courses) you personally authored

Writing Portfolio Grading

- Writing portfolios are graded on a 6 point scale
  - Individual writing outcomes and overall portfolio are graded using this scale
  - The writing portfolio grading is part of your overall ECE 498B grade
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Grading Scale Overview/Synopsis

6 – Highly Skillful
- Extremely well-written writing examples
- Clearly demonstrates student has met all seven goals
- Communicates equally well to a range of audiences and purposes

5 – Skillful
- Strong writing examples
- Clearly demonstrates student has met most of the goals
- Communicates fairly well to a range of audiences and purposes
- Majority of writing examples may be more effective for a technical audience

Grading Scale Overview/Synopsis (cont.)

2 – Less than Competent
- Uneven set of writing examples
- Student has met few of the goals with competent writing and has not met some of the goals at all

1 – Unsatisfactory
- Student has not met any of the goals with even minimal competence

0 – Not Attempted