PUBL90005 Technical Writing and Editing

in Publishing and Communications (Advanced), Master of Publishing and Communication Master of Creative Writing, Publishing and Editing, Master of Global Media Communication Master of Journalism. Corequisites: None Recommended Background Knowledge: None Core Participation For the purposes of considering request for Reasonable Adjustments under the disability Standards for Education (Cwth 2005), and Students Experiencing Academic Disadvantag Policy, academic requirements for this subject are articulated in the Subject Description, Subject Objectives, Generic Skills and Assessment Requirements of this is dedicated to provide support to those with special requirements. Further details on the disability support scheme can be found at the Disability Liaison Unit website: http://www.services.unimelb.edu.au/disability/ Coordinator: Dr Mark Davis Contact: robert.levy@unimelb.edu.au (https://mce_host/faces/htdocs/robert.levy@unimelb.edu.au/disability/ This subject teaches the writing and editing skills needed in the technical writing professis The emphasis is on preparing instructional materials (also known as user documentation for printed and online delivery. Students will learn how to plan a documentation project, had tailor writing for various audiences (local and international), how to write effective procede how to build subject-specific thesauri, and how to index and design documents. # instruct students about, and prepare students for, the profession of technical writing known as technical communication); # provide an awareness of the global reach of technical writing and of the need to be sensitive to cultural, legal and language differences; # emphasise the various moral dimensions in instructional and informational writing so students gain an appreciation of the importance of minimising information denial, tim and potential injury; and	PUBL90005 16	echnical Writing and Editing
Dates & Locations: 2016, Parkville This subject commences in the following study period/s: Semester 2, Parkville - Taught on campus. Time Commitment: Contact Hours: 24 hours: a 2 hour seminar per week throughout semester. Total Time Commitment: 170 hours Prerequisites: Admission to fourth-year honours in media and communication, Graduate Certificate or Driven in Publishing and Communication (Advanced), Master of Publishing and Communication Master of Creative Writing, Publishing and Editing, Master of Global Media Communication Master of Journalism. None Recommended Background Knowledge: None Recommended Background Knowledge: None For the purposes of considering request for Reasonable Adjustments under the disability Standards for Education (Cwth 2005), and Students Experiencing Academic Disadvance Policy, academic requirements for this subject are articulated in the Subject Description, Subject Objectives, Generic Skills and Assessment Requirements of this entry. The Longicy, academic requirements for those with special requirements Further also in the disability support scheme can be found at the Disability Liaison Unit website: http://www.services.unimelb.edu.au/disability/ Coordinator: Dr Mark Davis Contact: robert.levy@unimelb.edu.au (https://mce_host/faces/htdocs/robert.levy@unimelb.edu.au) Subject Overview: This subject teaches the writing and editing skills needed in the technical writing profession for printed and online delivery. Students will learn how to plan a documentation project, he tailor writing for various audiences (local and international), how to write effective procede how to brild subject-specific thesauri, and how to index and design documents. ### instruct students about, and prepare students for, the profession of technical writing and potential injury; and ### provide an awareness of the global reach of technical writing and of the need to be sensitive to cultural, legal and language differences; ### provide an awareness of the global reach of technical writing and	Credit Points:	12.5
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in October), 2500 word fully featured user manual 50% (due in the examination period), c	Assessment:	Edited technical documentation of 500 words 15% (due in August), 2000 word essay 25% (due in October), 2500 word fully featured user manual 50% (due in the examination period), class participation 10%. Students are required to attend a minimum of 80% of classes in order to pass this subject.
Prescribed Texts: A subject reader will be available.	Prescribed Texts:	A subject reader will be available.

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Breadth Options:	This subject is not available as a breadth subject.
Fees Information:	Subject EFTSL, Level, Discipline & Census Date, http://enrolment.unimelb.edu.au/fees
Generic Skills:	# finely honed skills in writing, and editing, plain, utilitarian, audience-centric instructional materials; # document design and structuring skills that enhance usability and readability; # an appreciation of the moral and legal imperatives that drive effective communication in an information-hungry, time-poor and culturally diverse world; and
	# skills in template-creation, indexing and thesaurus-building.
Notes:	Students enrolled in a cognate postgraduate program may seek approval from the course coordinator.
Related Course(s):	Graduate Certificate in Publishing and Communications (Advanced) Graduate Diploma in Publishing and Communications (Advanced) Postgraduate Certificate in Arts (Editing and Communications) Postgraduate Diploma in Arts (Editing and Communications)
Related Majors/Minors/ Specialisations:	100 Point Master of Journalism 100 Point Master of Publishing and Communications 150 Point Master of Journalism 150 Point Master of Publishing and Communications 200 Point Master of Journalism 200 Point Master of Publishing and Communications

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