During this semester we will have 5-7 speakers discuss their careers in engineering. Your group will write a report (described below) on four of these presentations, and for extra credit, your group can submit reports on the others. All of the reports will be done in your groups—not individually. All of the presentations are fair game for the final exam.

Requirements

Your report will consist of two parts: (1) a final report and (2) a marked draft with revisions. The final report must be no more than one page (12 point font, single spaced). The content must address all of the following questions:

1. What is the speaker’s background? Describe the speaker’s career path briefly.
2. What sort of projects or positions did the speaker describe?
3. What obstacles, barriers, or professional issues arose in the speaker’s career? In particular, discuss how the speaker addressed communication skills, ethics, and leadership in his or her career.
4. What were the key lessons you learned from the talk?

You will also submit a marked draft with revisions. In other words, in addition to your final draft, you will submit a marked version of another draft (e.g., the first). I recommend having one group member write the first draft and the others edit and comment on it using the “track changes” function in MS Word. This function can be activated with Ctrl-Shift-E. The revisions can include additions, deletions, and changes to structure, grammar, style, punctuation, etc.

Evaluation

Each report will be worth 40 points: 10 points for content, 10 for structure, 10 for mechanics (grammar, punctuation, conciseness, etc.), and 10 for the revisions.

Along with commenting on the content and structure, I will mark problems with mechanics with highlighting. You may revise your reports according to my comments and earn back some of the points.