

## Master Course Syllabus

**Department:** Engineering Technology **Course Prefix/Number:** IT 318

**Official Course Title:** Research and Reporting for Technologists

Master Syllabus Approved by Department on: 02 / 01 / 08  
month date year

### I. **Catalog Description:**

A study of research tools, methods, and data collection techniques used in the field of Engineering Technology. Emphasis will be placed on gathering, analyzing, and presenting technical information related to manufacturing topics in both oral and written form. Technical reports, product documentation, and correspondence will also be discussed.

II. **Prerequisites:** ENGL 112 and junior status or approval of the department head.

### III. **Expanded Course Description:**

A study of research tools, methods, and data collection techniques used in the field of Engineering Technology. Emphasis will be placed on design of experiments to quantify manufacturing processes/performance. The gathering, analyzing, and presentation of statistical and other technical information related to manufacturing will be covered. Common formats and documentation styles found in manufacturing will be discussed such as technical reports, product documentation, and correspondence. This is a writing intensive course which cannot be successfully completed without passing the writing portion of the course

IV. **Intended Student Learning Outcomes:** Upon completion of the course, students will be able to:

1. Apply data collection methods
2. Apply descriptive statistical processes on collected data.
3. Identify different types of data
4. Use relevant publication, research and data sets in their literature review.
5. Create a research proposal to identify, collect, and analyze data related to a manufacturing process or procedure
6. Present their findings
7. Interpret common documents and reports found in manufacturing related jobs including audit reports, improvement studies, and process/product documentation.

V. Unless otherwise stipulated in this master syllabus by the department, the following items are subject to faculty discretion as described in each faculty member's individual course outline/syllabus:

- a) Course Requirements? (grading/evaluation procedures; class attendance policy; term papers, projects, field assignments; examinations; class participation, etc.)

A minimum of 80% of the course grade will be determined by writing assignments.

b) Required Text(s)?

b) Bibliography?

- VI. Academic Honesty: Cheating, plagiarism (submitting another person's materials or ideas as one's own), or doing work for another person who will receive academic credit are all-impermissible. This includes the use of unauthorized books, notebooks, or other sources in order to secure or give help during an examination, the unauthorized copying of examinations, assignments, reports, or term papers, or the presentation of unacknowledged material as if it were the student's own work. Disciplinary action may be taken beyond the academic discipline administered by the faculty member who teaches the course in which the cheating took place.
- VII. Students With Disabilities Policy: It is the policy of Tarleton State University to comply with the Americans with Disabilities Act (ADA) and other federal, state, and local laws relative to the provision of disability services. Students with disabilities attending Tarleton State University may contact the Office of Disability Services at (254) 968-9478 to request appropriate accommodation. Furthermore, formal accommodation requests cannot be made until the student has been officially admitted to Tarleton State University.

Department Head Signature/Date:

\_\_\_\_\_  
Signature

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Date