**Short Course (9 hours)**

**Introduction to Technical Communication**

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**Introduction**

Communication is the heart of every professional organization. Everything one does at the workplace is a manifestation of some aspect of communication. The spectrum of these skills play a crucial role in the professional growth of an individual, and hence the organization. Good reading, writing, speaking and listening skills are vital for achieving the desired goals and objectives of the entire professional eco-system.

****This short, yet intensive course is primarily designed for undergraduate and postgraduate students, to sensitize them to the importance of technical communication skills. The course provides an in-depth analysis of various aspects of communication skills, especially focusing on technical communication for engineers, researchers and scientific personnel. The aim of the course is not only to make students aware of the various nuances of technical communication, but to give them a whole new perspective on acquiring and appreciating these skill sets.

**Agenda and Course Contents**

**DAY I: Thursday 17/05/2018, 14:30 - 16:00 (Room B11)**

Introduction to communication

Technical communication: Basics and Importance

**DAY II (2 hours) Friday 18/05/2018, 14:30 - 16:00 (Room B11)**

Common mistakes during technical communication

**DAY III: Thursday 24/05/2018, 14:30 - 16:00 (Room B11)**

Writing technical reports/research papers

Research communication and publishing ethics

**DAY IV: Friday 25/05/2018, 14:30 - 16:00 (Room B11)**

Research/Technical presentation skills

Critiquing a technical presentation

**DAY V: Thursday 31/05/18, 14:30 - 16:00 (Room Etr F8)**

Group discussion and personal interviews

**DAY VI: Friday 01/06/18, 14:30 - 16:00 (Room B11)**

Communicating patents and technology commercialization
CLOSURE/Q&A/ Open Discussion