

ECE 3940
F 10 N. Cotter

COURSE INFORMATION



Instructor: Neil E. Cotter
(ECE Dept) 3104 MEB
Office Hours H 1:00-2:00 + (MWF 12:40-1:30 p.m.)
necotter@ece.utah.edu

Instructor: Julie Lynn Taylor
(Oral Presentations) CLEAR Center, 1813 WEB
Office Hours: see course web site
e-mail: julie.lynn.taylor@utah.edu

Instructor: Keith Cormier
(writing) CLEAR Center, WEB 1813
Office Hours: see course web site
e-mail: keith.cormier@utah.edu

Recommended Text: *An Engineer's Guide to Technical Communication*
Sheryl A. Sorby and William M. Bulleit
Pearson Prentice-Hall: Upper Saddle River, NJ 2006
ISBN 0-13-048242-0

Recommended Text: *Elements of Style*
William Strunk Jr. and E.B. White
Macmillan Pub. Co.: NY, NY 1979

Assignments: Due at start of class on day indicated in syllabus.
Late work will be penalized or may not be accepted without arrangement before due date. (See "Grading" handout)
Turn in assignments in class or as directed by instructor.
To pass class, all major assignments must be completed.

Last day to drop: Wed, September 1
Last day to withdraw: Friday, October 22

Cheating: Any form of cheating will result in an "E" grade. Students are encouraged to discuss assignments, but each student must do all their own work on assignments.

Equal Access: The University of Utah seeks to provide equal access to its programs, services and activities for people with disabilities. If you will need accommodations in this class, reasonable prior notice needs to be given to the instructor and to the Center for Disability Services, 162 Olpin Union Building, 581-5020 (V/TDD) to make arrangements for accommodations.
All written information in this course can be made available in alternative format with prior notification.
Any questions or concerns about the above information may be directed to:

Olga Nadeau	Julene Persinger
Director, CDS	ADA Coord/Assoc Director, OEO/ER
162 Olpin Union Building	135 Park Building
581-5020	581-8365