<table>
<thead>
<tr>
<th>Date</th>
<th>Writing Workshop (257 LLP) (Usually 2:00–2:45 p.m., unless noted otherwise)</th>
<th>In Class Activities (158 LLP) (Usually 2:50–4:50 p.m. unless noted otherwise)</th>
<th>Homework Due Today</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 22</td>
<td>Intro to Writing Workshop—goals and rationale Complete WW #1—“Finding the Right Word”</td>
<td>Course introduction and expectations (BLD) Website tour (cme) Technical communications in science (cme) Evaluating a science talk (cme)</td>
<td>None</td>
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<td>Jan 29</td>
<td><strong>15th Undergraduate Research Symposium</strong> 2:00–5:00 p.m., 141 LLP; attend the talks in lieu of class—no Writing Workshop today; no homework due today</td>
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<td>Feb 5</td>
<td>WW #2—Literature search group exercise</td>
<td><strong>Guest speaker: Professor Verena Martinez Outschoorn</strong> Results of lit search—team presentations Effective titles &amp; in-class exercise (CME)</td>
<td>#1—Evaluating Scientific Presentations</td>
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<tr>
<td>Feb 12</td>
<td>WW #3—“Using the Right Word”</td>
<td>How to read a paper (BLD) Writing an abstract (cme) How science works: Peer review (BLD) Expressing numbers in science writing (cme)</td>
<td>#2—Evaluating Titles Colloquium Report #1</td>
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<tr>
<td>Feb 19</td>
<td>WW #4—“FLWs: This, With, and Only”</td>
<td>Outlining for structure in tech writing (cme) Building good paragraphs (cme) Properly citing others’ work (BLD) Voice and tense—making verbs work (cme)</td>
<td>#3—Writing an Abstract Make arrangements with your interviewee for Assignment #5</td>
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<td>Feb 26</td>
<td>WW #5—“Them Thar Indirect Openings”</td>
<td><strong>Guest speaker: Dr. Ali Vanderveld, Groupon</strong> Tips for Science Talks (BLD) Creating good figures (BLD) Effective figure captions (cme)</td>
<td>#4—Referencing Select JC Teams (#8, Part 1)—due Thursday, Feb 25</td>
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<tr>
<td>Mar 4</td>
<td>WW #6—Figure critique group exercise</td>
<td><strong>Guest speaker: Brent Chatham, JD, Leydig, Voit &amp; Mayer</strong> Figure critiques—team presentations PowerPoint® tips for science talks (CME)</td>
<td>#5—Writing about Science for Nonspecialists</td>
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<tr>
<th>Date</th>
<th>Assignment</th>
<th>Notes</th>
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| Mar 11   | WW #7—“The Three-Preposition Rule (3PR)” | Rules for capitalization and abbreviations (cme)  
Effective science talks (BLD)  
Template for journal-club presentations (cme)  
Journal-club instructions and team meetings  
#6—Evaluating Figures and Captions  
Select JC paper (#8, Part 2)—due Thursday  
Colloquium Report #2 |
| Mar 18   | No WW—go directly to Room 158 at 2:00 p.m. | Guest speaker: Professor Gina Lorenz  
Professional ethics for physicists (BLD)  
A framework for ethical decisions (cme)  
Standards and values—group activity  
#7—Creating Effective Figures and Figure Captions |
| Mar 25   | SPRING BREAK—NO CLASS | |
| Apr 1    | WW #8 “Shooting for Shorth” | Hard decisions—Ethics case studies—group activity  
Giving a journal club talk (BLD)  
#8—Outline of Journal Club Presentation (team) and team meeting scheduled with BLD |
| Apr 8    | No WW—go directly to Room 158 at 2:00 p.m. | Student 5-min talks  
How to write instructions (cme)  
How to write a referee report (BLD)  
#9—5-min Talk  
Colloquium Report #3 |
| Apr 15   | WW #9 “Writing Instructions” | Guest speaker: Dr. Lucas Wagner  
Team “Instructions” presentations  
No homework assignment—Physics GRE tomorrow! |
| Apr 22   | No WW—go directly to Room 158 at 2:00 p.m. | Journal Club Presentations  
#10—Journal Club Presentations |
| Apr 29   | WW #10 “|| Construction” | Copyrights and intellectual property (cme)  
The last word on “due to,” Ms. Particular (guest appearance)  
#11—Referee Report  
Colloquium Report #4 |

In addition to the homework assignments listed in the table, students are required to submit four “colloquium reviews” during the semester. Due dates for the colloquium reports are shown on this schedule. Written instructions for each homework assignment are provided on the course website.