





Benha University

Faculty of Engineering at Shobra

Electrical Engineering Department

A-Basic Information

Course Title: Technical Report Writing Code: GEN 271

Lecture: Tutorial: 2 Practical: - Total: 2

Program on which the course is given: B.Sc. Electrical Engineering (Power)

Major or minor element of program: Major

Department offering the program:
Department offering the course:
Academic year / level:

Electrical Engineering Department
Electrical Engineering Department
Second Year / First Semester

Date of specifications approval: 10/5/2006

B- Professional Information

1- Overall aims of course:

by the end of this course the students will be able to : supply graduates with knowledge and information about technical reports writing

2- Intended learning outcomes of course (ILOs)

By completion of the course, the student should be able to:

a- Knowledge and Understanding

- a.9) Topics related to humanitarian interests and moral issues.
- a.10) Technical language and report writing.
- a.12) Contemporary engineering topics.

b- Intellectual Skills

b.4) Combine, exchange, and assess different ideas, views, and knowledge from a range of sources.







Benha University

Faculty of Engineering at Shobra

Electrical Engineering Department

b.13) Identify and formulate engineering problems to solve problems in the field of electrical power and machines engineering.

c- Professional and Practical Skills

- c.10) Apply quality assurance procedures and follow codes and standards.
- c.11) Exchange knowledge and skills with engineering community and industry.
- c.12) Prepare and present technical reports.

d- General and Transferable Skills

- d.3) Communicate effectively
- d.5) Lead and motivate individuals.
- d.8) Acquire entrepreneurial skills.

3- Contents

No.	Topic	No. of	ILO's	Teaching / learning methods	Assessment method
		hours		and strategies	
1	forms and structure of technical reports	2	a9, a10, a12, b4, b13,	Lectures, Class activity,	Home Assignments, Quizzes
			c10, c11, c12, d3, d5, d8	Assignments / homework	
2	forms and structure of technical reports	2	a9, a10, a12, b4, b13,	Lectures, Class activity,	Home Assignments, Quizzes
			c10, c11, c12, d3, d5, d8	Assignments / homework	
3	elements of quality of technical reports	2	a9, a10, a12, b4, b13,	Lectures, Class activity,	Home Assignments, Quizzes
			c10, c11, c12, d3, d5, d8	Assignments / homework	
4	elements of quality of technical reports	2	a9, a10, a12, b4, b13,	Lectures, Class activity,	Home Assignments, Quizzes
			c10, c11, c12, d3, d5, d8	Assignments / homework	
5	types of manuscripts and compilation	2	a9, a10, a12, b4, b13,	Lectures, Class activity,	Home Assignments, Quizzes
			c10, c11, c12, d3, d5, d8	Assignments / homework	
6	types of manuscripts and compilation	2	a9, a10, a12, b4, b13,	Lectures, Class activity,	Home Assignments, Quizzes
			c10, c11, c12, d3, d5, d8	Assignments / homework	
7	planning of technical reports	2	a9, a10, a12, b4, b13,	Lectures, Class activity,	Home Assignments, Quizzes
			c10, c11, c12, d3, d5, d8	Assignments / homework	







Benha University

Faculty of Engineering at Shobra

Electrical Engineering Department

•	·	0 0		0 0 1		
		Mid-Term Exam				
planning of technical reports	2	a9, a10, a12, b4, b13,	Lectures, Class activity,	Home Assignments, Quizzes		
		c10, c11, c12, d3, d5, d8	Assignments / homework			
tables and graphical charts	2	a9, a10, a12, b4, b13,	Lectures, Class activity,	Home Assignments, Quizzes		
		c10, c11, c12, d3, d5, d8	Assignments / homework			
tables and graphical charts	2	a9, a10, a12, b4, b13,	Lectures, Class activity,	Home Assignments, Quizzes		
		c10, c11, c12, d3, d5, d8	Assignments / homework			
case studies	2	a9, a10, a12, b4, b13,	Lectures, Class activity,	Home Assignments, Quizzes		
		c10, c11, c12, d3, d5, d8	Assignments / homework			
case studies	2	a9, a10, a12, b4, b13,	Lectures, Class activity,	Home Assignments, Quizzes		
		c10, c11, c12, d3, d5, d8	Assignments / homework			
case studies	2	a9, a10, a12, b4, b13,	Lectures, Class activity,	Home Assignments, Quizzes		
		c10, c11, c12, d3, d5, d8	Assignments / homework			
	<u></u>	Einal Evan	(E)			
Final Exam						
	tables and graphical charts tables and graphical charts case studies case studies	tables and graphical charts 2 tables and graphical charts 2 case studies 2 case studies 2	planning of technical reports 2 a9, a10, a12, b4, b13, c10, c11, c12, d3, d5, d8 tables and graphical charts 2 a9, a10, a12, b4, b13, c10, c11, c12, d3, d5, d8 tables and graphical charts 2 a9, a10, a12, b4, b13, c10, c11, c12, d3, d5, d8 case studies 2 a9, a10, a12, b4, b13, c10, c11, c12, d3, d5, d8 case studies 2 a9, a10, a12, b4, b13, c10, c11, c12, d3, d5, d8 case studies 2 a9, a10, a12, b4, b13, c10, c11, c12, d3, d5, d8 case studies 2 a9, a10, a12, b4, b13, c10, c11, c12, d3, d5, d8	planning of technical reports 2		

4- Teaching and Learning Methods

Lectures

Class activity

Case study

Assignments / homework

5- Student Assessment Methods

Assignments to assess knowledge and intellectual skills. yes

Quiz to assess knowledge, intellectual and professional skills. yes

Mid-term exam to assess knowledge, intellectual, professional and general skills. yes

Oral exam to assess knowledge and intellectual skills. no

Final exam to assess knowledge, intellectual, professional and general skills. yes





Benha University

Faculty of Engineering at Shobra

Electrical Engineering Department

Assessment Schedule

Assessment 1 on weeks 2, 5, 9, 11 yes

Assessment 2 Quizzes on weeks 4, 6, 10, 12 yes

Assessment 3 Mid-term exam on week 8 yes

Assessment 0 Oral Exam on week 14

Assessment 5 Final exam on week 15 yes

Weighting of Assessments

10% Home assignments yes 10% Quizzes yes 10% Mid-term examination yes 0% Oral examination 70% Final-term examination

100% Total

6- List of References

Course notes

Course notes prepared by instructor.

Essential books

lectures in writing technical reports compiled by prof. dr. fahmy bendary

Recommended books

all books available in this topic

7- Facilities required for teaching and learning

Lecture room equipped with overhead projector no Presentation board, computer and data show yes Laboratory no

Course coordinator: Prof. Dr. fahmy bendary **Course instructor:** Prof. Dr. fahmy bendary







Benha University Faculty of Engineering at Shobra

Electrical Engineering Department

Head of Department: Prof. Dr. Mousa Abd-Allah Date: 1/1/2012