

314 Course Schedule

Week	Dates	Reading	Assignments	Location	Due	<input type="checkbox"/>
1	08/26-08/31	"Getting Started" Materials	Access class Google Drive folder and add article about web presence or technical writing to Week 1 Readings	Google Drive	08/31	
		Week 1 Readings	Email professor to introduce yourself (use guidelines from readings) *You MUST use your UAF email	UAF Email	08/31	
		Markel ch.1	Grammar Quiz #1	Blackboard	08/31	
2	09/02-09/07	Markel ch.2	Create WordPress Blog and submit URL	Google Drive	09/07	
		Markel ch.3	Grammar Quiz #2	Blackboard	09/07	
		Week 2 Readings	Google Yourself & make notes in our class Google Drive folder	Google Drive	09/07	
3	09/09-09/14	Markel ch.14	Blog #1	Personal Blog	09/11	
		Week 3 Readings	Grammar Quiz #3	Blackboard	09/14	
			Business Correspondence Worksheets (all 3)	Google Drive	09/14	
4	09/16-09/21	Markel ch.9	Business Correspondence Drafts	Google Drive	09/18	
		Week 4 Readings	Business Correspondence Peer Review	Google Drive	09/21	
			Grammar Quiz #4	Blackboard	09/21	
5	09/23-09/28	Markel ch. 10	Business Correspondence Final	Personal Blog	09/25	
		Week 5 Readings	Writing Tutorial #1	Blackboard	09/25	
			Blog #2	Personal Blog	09/28	
6	09/30-10/05		Grammar Quiz #5	Blackboard	09/28	
		Markel ch. 17	Short Reports Drafts	Google Drive	10/02	
		Markel ch. 5	Short Reports Peer Review	Google Drive	10/05	
7	10/07-10/12	Week 6 Readings	Grammar Quiz #6	Blackboard	10/05	
		Markel ch. 18	Short Reports Final	Personal Blog	10/09	
		Week 7 Readings	Blog #3	Personal Blog	10/12	
8	10/14-10/19		Grammar Quiz #7	Blackboard	10/12	
		Markel ch. 11	Document Re-Design Drafts	Google Drive	10/16	
		Week 8 Readings	Document Re-Design Peer Review	Google Drive	10/19	
9	10/21-10/26		Grammar Quiz #8	Blackboard	10/19	
		Markel ch. 21	Document Re-Design Final	Personal Blog	10/23	
		Week 9 Readings	Writing Tutorial #2	Blackboard	10/23	
10	10/28-11/02		Blog #4	Personal Blog	10/26	
		Markel ch. 20	Podcast Draft	Google Drive	10/30	
		Week 10 Readings	Podcast Peer Review	Google Drive	11/02	
11	11/04-11/09		Grammar Quiz #10	Blackboard	11/02	
		Markel ch. 13	Podcast Final	Personal Blog	11/06	
		Week 11 Readings	Group Statement of Intent	Google Drive	11/06	
12	11/11-11/16		Blog #5	Personal Blog	11/09	
			Grammar Quiz #11	Blackboard	11/09	
		Markel ch. 6	Group Work Plan	Google Drive	11/13	
13	11/18-11/23	Week 12 Readings	Grammar Quiz #12	Blackboard	11/16	
			Annotated Bibliography Draft	Google Drive	11/16	
		Markel ch. 16	Annotated Bibliography Review	Google Drive	11/20	
14	11/25-11/30	Week 13 Readings	Writing Tutorial #3	Blackboard	11/20	
			Blog #6	Personal Blog	11/23	
			Grammar Quiz #13	Blackboard	11/23	
15	12/02-12/07		Annotated Bibliography Final	Google Drive	11/24	
		Thanksgiving Break	Grammar Quiz #14 (EXTRA CREDIT)	Blackboard	11/30	
		Markel ch. 4	Proposal Draft	Google Drive	12/02	
15	12/02-12/07	Markel ch. 8	Presentation Draft	Google Drive	12/02	
		Week 15 Readings	Proposal Peer Review	Google Drive	12/04	
			Presentation Peer Review	Google Drive	12/04	
		Blog #7	Personal Blog	12/07		

			Grammar Quiz #15	Blackboard	12/07	
16	12/09-12/14	NO READINGS	Final Blog Revision	Personal Blog	12/11	
			Proposal Final	Personal Blog	12/14	
			Presentation Final	Personal Blog	12/14	
			Writing Tutorial #4	Blackboard	12/14	