

MEMO

University of Idaho

Department of Chemical Engineering

Date: Monday, August 25, 2008
To: All Students Involved in Ch.E. 433/4 Lab Classes
From: David C. Drown (Course Coordinator) ddrown@uidaho.edu
Subject: Correcting Errors and Assessment of Textbook

INDIVIDUAL EXTRA CREDIT ASSIGNMENT OPPORTUNITY:

The required text for the Ch.E. 433/4 Lab Classes is :

Written & Oral Engineering Reports, Fifth Edition,
D.C. Drown, UI Ch.E. Dept., August 2003.

This document was revised based on student comments from the previous year(s). Your “extra credit” assignment is to submit a written critique of the 5th edition pointing out errors and omissions, areas that could be clarified, and any suggestions that you think would improve its usefulness to future students. Keep in mind this guidebook will also be used to support other Ch. E. courses such as 453/4, 444/5, 340/1, 451/2, etc. and possibly other engineering Depts. or Universities.

Please be specific as to the location of each error = chapter, page #, paragraph and even sentence #. You will be rewarded higher extra credit for proposing suggested corrected descriptions.

Also critique any material that you think could be improved for future classes; places you find the text vague, unclear, confusing, etc. Suggestions for items that might be added or topics on which coverage should be reduced are also welcome.

A previous suggestion was to add a FAQ (frequently asked questions) section, but only a few suggestions for the actual content questions have been submitted. If you think the new FAQ appendix section is useful and should be expanded, then suggest what the questions to be included should be. Another previous request was for a more detailed “Index”; what additional items or topics should be added to the current index?

Submit a Word document file memo as an email attachment to ddrown@uidaho.edu or to the course web site ‘comments’ folder any time you find errors or want to make suggestions. I will review your comments and suggestions and award an extra credit score (added to final course grade total score) based on my opinion of the thoroughness and constructive value of your input.

Thank you for your help in my attempts to continually evolve and improve the material and content of the Engineering Reports Guideline workbook.