
Technical Writing Workshop CS 100W

Course Information

CS100W Sect 04 Fall 2026 meets T/TH 10:30-11:45 Boccardo Business Center 124

CS100W Sect 08 Fall 2026 meets T/TH 4:30-5:45 MacQuarrie Hall 422

Course Description and Requisites

Advanced writing through preparation of technical reports and presentations. Improving skills for writing subject-related reports, project proposals and personal resumes through practice and evaluation. Course assignments will be related to issues concerning careers in computer science.

Satisfies Writing in the Disciplines (WID).

Prerequisite(s): A3 or equivalent second semester composition course (with a grade of C- or better); completion of core GE; and upper division standing. Or Graduate or Postbaccalaureate level. Allowed Declared Majors: Computer Science, Data Science, Computer Science and Linguistics, or Mathematics.

Grading: Letter Graded

Note(s): Must be passed with C or better to satisfy the CSU Graduation Writing Assessment Requirement (GWAR).

Classroom Protocols

Writing Workshop

The class is a writing workshop, which means we will do many activities in class, including peer-review of your classmates' work.

It's crucial to attend in-person classes to keep up with updates in the course and to do collaborative work for projects. In-person meetings include collaborative work, interactive workshops, presentations, one-on-one conferences, and instructor and peer feedback. Participation for in-person activities cannot be made up. No amount of solitary or make-up work can replace meaningful interactions with the class learning community in real time. In cases of emergency or sickness, extensions may be given for submitting a major assignment on an individual basis with a timely notification before the deadline.

Missing a Class

Please, hold yourself responsible to find out what you missed by contacting the classmates through various communication tools available to you through Canvas messaging, other communication channels set up for the class (student-organized Discord, etc.). Check updates on Canvas regularly. Class is a learning community of students who can help each other throughout the learning process. The role of the instructor is to help you navigate the course and to facilitate the learning. Generally, instructors do not have the capacity to repeat or summarize taught lessons to individual students through messaging.

Concerns about performance in the course. Please, drop by virtual office hours or schedule an appointment to discuss anything relating to your ability to succeed in the course. I am here to help you with whatever situations may arise during the course of your studies. I am highly invested in your learning and wish you to be successful in your studies.

Final submissions. Grammarly or any AI digital tools are not permitted in this course, because their use prevents the development of skills trained in this course. See AI policy for more details. Make sure to leverage free resources and tutoring services available to you through the Writing Center and any other student support services. Assignments are usually graded within a week of submission date. This means that if you submitted an assignment 2 days later, it may also be graded later. There may be delays on the usual turn around time due to instructor's other professional responsibilities and circumstances (away for a conference, sick, etc.), in which cases I'll notify the class through announcements.

Classroom netiquette. Be courteous and respectful of your classmates who constitute a diverse learning community. Class dynamics are enhanced when all members can participate in the same conversation. Please make the wise choice to stay on task in our sessions and ignore the urge to check your social media or engage in other distractions.

During all class meetings on campus, you are also required to have access to some technology, such as a laptop or a tablet. We will use Canvas, the SJSU Learning Management System, for instructional materials, activities, and assignments. Therefore, you will need regular access to the internet and technology for this class. If you need to borrow laptops, tablets, and other electronics, please contact Student Computing Services at <https://library.sjsu.edu/studentcomputing-services/student-computing-services>.

To produce and share your work, you will use Google Docs and enable viewers to comment on your work. If you need help to access these technologies, please contact the IT Service Desk at <https://www.sjsu.edu/it/support/service-desk/index.php>.

Plagiarism and AI Policy San Jose State University defines plagiarism as the act of representing the work of another as one's own without giving appropriate credit, regardless of how that work was obtained, and submitting it to fulfill academic requirements. Please check out SJSU's policy in full [here](#). To avoid plagiarism, give credit to your sources in the following situations: 1.) Using someone else's direct words (use quotation marks and give the source). "In the midst of Silicon Valley and all over the globe, SJSU engineers are designing and building high impact innovations, with a particular focus on challenges to global sustainability" (Wei, 2011). The full reference will be in the back of the report, using APA format. 2.) Using someone else's ideas, in your words, that are not common knowledge. Through the Global Technology Initiative at SJSU, 25 students are selected each year to travel for two weeks to India or China, all expenses paid by GTI. (College of Engineering, 2012). (Note this is not the exact words, so there are no quotation marks.) The full reference and website will be in the back of the report, using APA format. 3.) Using specific statistics, graphics, drawings, etc. that are not yours.

To avoid plagiarism, give credit to your sources when, 4.) Using AI to generate ideas. If needed, you may use language models and AI tools as a resource for generating ideas and inspiration, but you must never pass it off as your own work. Any use of language models or AI tools, like Chat GPT, must be properly cited and acknowledged, just as with any other source of information.

The Use of Artificial Intelligence (AI) and large language models

Please make sure you write the documents that you submit for class. Using AI tools, such as Chat GPT, to write your assignments for you falls under the definition of plagiarism and is not allowed. Assignments with plagiarism cannot be rewritten for credit. Additionally, your department chairperson will be notified, and academic sanctions will be applied. Please see SJSU's policy on academic dishonesty. Remember, plagiarism is a serious issue. When you

submit work in PDF format, ensure Turnitin scores your work as either blue or green. No other scores are acceptable.

Program Information

Writing in the Disciplines (WID) courses develop students' abilities to communicate effectively in their major course of study and in their careers. With an emphasis on critical thinking, these upper-division core courses advance students' understanding of the genres, audiences, and purposes of college writing while preparing them for successful communication in their chosen professions. Completing Writing in the Disciplines with a C or better is an SJSU graduation requirement.

Writing in the Disciplines Learning Outcomes Upon successful completion of a Writing in the Disciplines course, students should be able to:

1. explain, analyze, develop, and critique ideas effectively, including ideas encountered in multiple readings and expressed in different forms of discourse;
2. organize and develop complete discipline-specific texts and other documents for both professional and general audiences, using appropriate editorial and citation standards; and
3. locate, organize, and synthesize information effectively to accomplish a specific purpose, and to communicate that purpose in writing;
4. produce discipline-specific written work that demonstrates upper-division proficiency in language use, grammar, and clarity of expression.

Writing Practice: Students will write a minimum of 8000 words, at least 4000 of which must be in revised final draft form.

Course Learning Outcomes (CLOs)

Upon successful completion of CS100W, students should be able to:

1. Understand how to follow the stages of the writing process (prewriting/writing/rewriting) and apply them to technical and workplace writing tasks.
2. Have improved their ability to write clearly and accurately.
3. Understand the basic components of definitions, descriptions, process explanations, and other common forms of technical writing.

4. Define basic technical writing elements, such as audience analysis, use of jargon and visuals, and citation, formatting and presentation.
5. Read, understand, and interpret material (based on primary and secondary research) related to advanced technology, and have an appreciation for some of the ideas, issues, and problems involved in writing about technology and in workplace writing.
6. Understand basic sources and methods of research and documentation on topics in technology, including online research, and synthesize and integrate material from primary and secondary sources in a research-based technical writing project.

Grading Information

Assignment Weighting

The work in this course consists of:

- Many small workshop writing assignments for slightly more than half your total grade.

The other half is:

- the completed, reviewed, and revised contents of your professional portfolio (your resume, professional value statement, and LinkedIn profile),
- your informational interview report,
- your presentation (plus reviews of classmates')

This course must be passed with a C or better as a CSU graduation requirement

Grade Distribution based on Canvas 100% grading scale is as follows:

00-98 A
97-95 A-
94-92 B+
91-89 B
88-86 B-
85-83 C+
82-80 C
79-77 C-
76-74 D+
73-71 D

70-68 D-
67 and below F

Though there is no specific extra credit in the course, these low-stakes activities and assignments work in a similar way to extra credit to boost consistent effort, work ethics, and participation, allowing students to catch up with partial credit.

Final Examination or Evaluation

“Faculty members are required to have a culminating activity for their courses, which can include a final examination, a final research paper or project, a final creative work or performance, a final portfolio of work, or other appropriate assignment.” In our courses, we will create a portfolio at the end of the semester as our culminating activity.

University Policies

Per [University Policy S16-9 \(PDF\)](#), relevant university policy concerning all courses, such as student responsibilities, academic integrity, accommodations, dropping and adding, consent for recording of class, etc. and available student services (e.g. learning assistance, counseling, and other resources) are listed on the [Syllabus Information](#) web page. Make sure to visit this page to review and be aware of these university policies and resources.