LOCATION: Room 2205 Computer Science, 2nd floor, Multimedia Lab

TIME: Tue/Thur 5:30-6:50PM


FREE ONLINE WEBBOOK: Technical Writing, by David McMurrey
http://www.prismnet.com/~hcexres/textbook/


INSTRUCTOR: Professor Larry Wittie

OFFICE/LAB: Room 1308 Computer Science, 1st floor, Network Lab

OFFICE HOURS: 4:10-5:25+7-7:15pm Tu/Th, if door is ajar, or by appointment

PHONE: 632-8750 (not 2-8456)

EMAIL: larry.wittie@stonybrook.edu

COURSE HOMEPAGE: http://www.cs.sunysb.edu/~lw/teaching/cse300
CSE/ISE 300
New Computer Talks: Day 3, 8 April 2014

Speakers Order
Day 3 Tuesday 4/8/14

3.1  Luis Escobar
3.2  Steven Hsieh
3.3  Daniel Sill
3.4  Andrew Louie
3.5  Joseph Ragusa
3.6  Thomas DuPlessis
3.7  Ningwen Dong
CSE/ISE 300
Talks From the Two-Page Memo2

Talks on Why I Need a New Work Computer began in class on Thursday, 27 March 2014.

Aim for a 7-minute (6-8 min.) talk to your boss and colleagues in your company. Persuasively request a new computer for your work. Justify why the firm will benefit from buying you (or your team) new computer(s). Be clear why you need a new machine, what computer model with what features, and what total price from what source.

Bring your own laptop (Mac or PC with VGA capability) or bring your power point slides for a PC on a USB stick or CD.

Email your ppt (or pptx) slides to larry.wittie@stonybrook.edu with the Subject: 300 slides.
CSE/ISE 300
New Computer Talks

Derive your talk from your memo2 submission, but with visual aids, 4 to 10 slides. Explain why you need a new computer, its type, and how it will increase your value to the firm. (In doing so, let me know what is your job and your company’s business, but in a way that will not bore your boss, who knows what business, but not why you need a new machine for your own job.) Describe the key technical features of your new computer; tell why each one is critical for you to do your job more efficiently. Precisely specify the computer brand, model, cost, and vendor. Convince your boss to spend a little money.

On the slide just before your final “conclusions” slide, list all web and printed references used for your talk, including the precise URLs of all websites which gave you details about your desired new computer. Use a small font, if needed to fit at bottom of the slide.

See lectures 12+13 for guidelines on slide creation and talk delivery.
Problems in Talks Last Semester

1. Speaking too fast, especially with accented English
2. Mumbling just before finishing discussion of a slide
3. Slide tables and graphics copied from the web
4. Too many details in tables and lists
5. Too many colors in tables on one slide
6. Too small, illegible fonts used in tables and graphics
7. Reading from screen too often, not scanning the audience
8. Not speaking for at least six minutes
Problems in Talks This Semester

1. Talking too fast - Speak for seven (6 to 8) minutes
2. Mumbling just before finishing discussion of a slide
3. Speaking softly - Talk loudly to reach the back wall
4. Reading from screen too often, not scanning faces
5. Too much verbatim text from written memo2
6. Text in bottom 1/5th of slides hidden by iMac screens
7. Saying “uhh - uhh” during pauses in your talk.
8. Forgetting to email your ‘300 slides to larry.wittie
Draft of your resume is due next week, Thursday 4/10/14

See http://www.prismnet.com/~hcexres/textbook/Resumes  Example resume 2 & see others  Frames/text

Sharon Hutchinson

00000 Oakhurst
Austin, TX 78000
512/000-0000

WORK HISTORY

May 1988—Present  
TeleDynamics, L.L.P.

Job titles

• System Administrator (1993-Present)
• Data Processing Manager (1989-1993)
• Data Entry/Computer Operator (1988-1989)

Accomplishments

• Assisted controller with conversion of manual purchase order and accounts payable systems to a software program and linked all modules to the general ledger module.
• Linked all modules to the general ledger module.
The Science of Scientific Writing
Reader Expectations
There will be a short quiz in class today, Thursday 4/3/2014, on *The Science of Scientific Writing*. Download the paper from the web link on http://www.cs.stonybrook.edu/~lw/teaching/cse300/.

Be sure to read the paper before today’s class. During the quiz, you may refer to a printed copy of the paper and of any class slides, especially lecture 14 of 3/25/14. You must not use the web to answer any quiz questions.

You will be asked to identify the main subject, main verb, and stress position word or phrase in each of several sentences taken from the SoSW paper.
The Science of Scientific Writing
Sample of Reader Expectations

In the following text (taken from SOSW, p. 2), draw a box around the main subject of each sentence. Underline each main verb. Draw a circle around the word or phrase in stress position in each sentence.

Information is interpreted more easily and more uniformly if it is placed where most readers expect to find it. These needs and expectations of readers affect the interpretation not only of tables and illustrations but also of prose itself. Readers have relatively fixed expectations about where in the structure of prose they will encounter particular items of its substance.
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