ENGL 305 Collaborative Genre Research Project Prompt

For this assignment, you will work with the people in your group who have similar academic and/or career interests as you and with whom you have already been working this semester. Each of these projects will be slightly different, and we will work together in class a lot to make sure that each group is on track.

Planning
With your group, research some of the writing genres that are used in your field. If possible, please try to focus on genres used in the professional realm of your field, but if you cannot find information on this, you can use academic genres, too. What type of correspondence or documentation is utilized in your field? What are the conventions of these genres? Locate examples and analyze what is happening in these documents—what is the purpose, who is the audience, what is the rhetorical situation? Locate 3-5 different types of writing used in your field and analyze each type.

Drafting
Once you have identified some common genres and analyzed their function, style, audience, etc., draft a formal memo to the class explaining what you have learned. This memo will serve as a guide or introduction to the presentation you will give the class, which will require some type of visual aide. These visual aids can be in the form of a PowerPoint, Prezi, or other presentation software, or could be a useful handout for the class—the choice is up to your group and what you think will work best for sharing your information. Think about the following questions: What is important to know about these genres? What do they *do* in the workplace? Is there anything that makes these documents or genres distinct from other fields?

Please draft your memo according to the genre expectations we have discussed in class and choose the visual aid(s) that you think will be most useful for what you want to present.

Due Dates
Final memo and presentation: Due Thursday, October 1st in class. (Upload all materials through the link in the schedule.)

Reflection on project: Due Friday, October 2nd by 11:59 pm.