



# A J INSTITUTE OF ENGINEERING AND TECHNOLOGY

NH-66, Kottara Chowki, Mangaluru -575006, Karnataka, INDIA

A Unit of Laxmi Memorial Education Trust®

(Approved by AICTE, New Delhi. Affiliated to Visveswaraya Technological University, Belagavi)

## Workshop on “Technical and Analytical Writing”

Date	16-05-2022 to 18-05-2022
No. of participants	104
Resource Person	Mr Ganesh from 10 Seconds

### Report:

The Department of Mechanical Engineering and Department of Computer science Engineering, AJIET organized a Workshop on “Technical and Analytical Writing” from 16<sup>th</sup> May to 18<sup>th</sup> May 2022 9:30AM to 4:30 PM at their respective Classrooms. The Workshop helped students understand the technical and analytical writing including research papers, technical manuals, business reports, and white papers. The goal is to convey information in a manner that is both accessible and informative, enabling the reader to make informed decisions or understand a topic more deeply. The students from 3rd year ME and CSE were the target audience.


The workshop on "Technical and Analytical Writing" was designed to enhance participants' skills in writing clear, concise, and well-structured technical and analytical documents. The workshop aimed to provide practical techniques and strategies for effective communication in technical fields. The event attracted a diverse group of attendees, including students, researchers, engineers, and professionals from various industries.

### Objectives

- 1. Improve Technical Writing Skills:** To enhance the ability to write clear and precise technical documents.
- 2. Develop Analytical Writing Abilities:** To teach methods for structuring and presenting analytical arguments effectively.
- 3. Enhance Clarity and Precision:** To focus on techniques that improve the clarity and accuracy of technical and analytical writing.
- 4. Provide Practical Applications:** To demonstrate the application of writing skills in real-world technical and analytical contexts.

### Workshop Agenda



  
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- **Introduction to Technical Writing:** Overview of technical writing, its importance, and common types of documents.
- **Fundamentals of Clear Writing:** Principles of clear and concise writing, including grammar, style, and tone.
- **Structuring Technical Documents:** Techniques for organizing content, including the use of headings, bullet points, and tables.
- **Analytical Writing Techniques:** Methods for developing and presenting analytical arguments, including data interpretation and logical structuring.
- **Writing for Different Audiences:** Adapting writing style and content for different audiences, such as technical experts, managers, and non-technical readers.
- **Practical Exercises:** Hands-on writing exercises to apply learned techniques, including peer review and feedback sessions.
- **Case Studies and Examples:** Analysis of exemplary technical and analytical documents to highlight best practices.

## Photos:



Fig. Team member is delivering the sessions.



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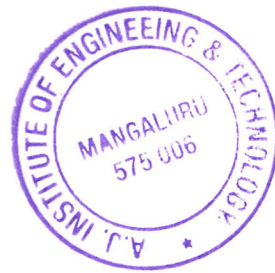
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Fig. Team member is delivering the sessions.

**Coordinator**

H.O.D. - Mechanical Engineering  
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**Principal**

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