

**Summer 2018 ENGL 235 (item # 1085; ONLINE Section OAS).
Reading/Writing Assignments and Deadlines *** (Dates = DUE dates)***
Due time for online submissions: 11:59 pm @ Canvas**

Week #		Monday	Tuesday	Wednesday	Thursday	Friday
July Week 1	Week's Reading: Chapter 1 & Chapter 4 (and "memos" in Chapter 9 pp. 253 – 255)	2 Quarter Begins Scavenger Hunt Quiz due by 11:59 pm	3 Introductions due by 11:59 pm	4	5 Quiz # 1 (Chapters 1 & 4, plus 9 on memos) open 6:00 am – 11:59 pm (no make-ups)	6 Assignment # 1 due: Technical Writing & Audience Assessment
July Week 2	Week's Reading: Chapter 7 APA (pp. 454 – 465, plus References format p. 466)	9	10 Quiz # 2 (Chapter 7) open 6:00 am – 11:59 pm (no make-ups)	11	12 POTENTIAL GROUP ASSIGNMENT Assignment # 2: Document Design	13 APA Quiz open 6:00 am – 11:59 pm (no make- ups)
July Week 3	Week's Reading: Chapter 11 & UDL	16	17 Quiz # 3 (Chapter 11) open 6:00 am – 11:59 pm (no make-ups)	18	19 Assignment # 3 (Internships Project) due: Internships Proposal (UDL & APA compliant)	20
July Week 4	Week's Reading: Chapter 6 (plus pp. 486 – 502 on punctuation) & Chapter 5	23 Language Quiz (Chapter 6) open 6:00 am – 11:59 pm (no make-ups)	24 Quiz # 4 (Chapter 5) open 6:00 am – 11:59 pm (no make-ups)	25	26 Assignment # 4 (Internships Project) due: Survey & Interview Questions	27
July - Aug Week 5	Week's Reading: Chapter 14 & Chapter 8, and Alt. text	30 Quiz # 5 (Chapter 14) open 6:00 am – 11:59 pm (no make-ups)	31 Quiz # 6 (Chapter 8) open 6:00 am – 11:59 pm (no make-ups)	1	2 POTENTIAL GROUP ASSIGNMENT Assignment # 5 due: Instructions	3
Aug Week 6	Week's Reading: Chapter 13	6 Assignment # 6 (Internships Project) due: Progress check on interview/survey tasks	7 Quiz # 7 (Chapter 13) open 6:00 am – 11:59 pm (no make-ups)	8 Conferencing	9 Conferencing	10 Conferencing
Aug Week 7		13 Assignment # 7: Recommendation Report due at Canvas by 11:59 pm	14	15	16 Summer Quarter Ends	17

Subject to change Readings from Markel's *Practical Strategies* 2nd Edition