

**ISyE 4804: Senior Design Prep + Comm**  
**Fall 2026**

**Instructor: Dr. Brandy Ball Blake**  
[brandy.blake@gatech.edu](mailto:brandy.blake@gatech.edu)

**Catalog Description**

This course focuses on essential tasks to prepare students for ISYE 4106 and their Senior Design project. Students will form teams, find clients, complete necessary paperwork, and develop a pre-proposal. In addition, this course will focus more on improving the technical writing and presentations skills needed in Senior Design: ISYE 4106. This is a 1-credit hour pass/fail course that meets twice a week and counts as a free elective. It should be taken alongside ISyE 4800.

**Course Objectives**

By the end of this course, students will be able to

- Compose and update a pre-proposal for approval following all engineering design requirements.
- Understand the expectations and procedures for ISYE 4106 Senior Design.
- Develop technical writing and presentation skills expected for ISYE 4106.

**Texts**

ISYE 4106 Senior Design Manual

**Course Evaluation**

- **Participation:** Active engagement in in-class activities, discussions, and group work is a key requirement for passing the course.
- **Attendance:** Regular attendance is mandatory. Participation is closely tied to attendance, and students are expected to be present and engaged in all class sessions.
  - Students are allowed to miss one course without making it up.
  - Students that miss a 2<sup>nd</sup> or 3<sup>rd</sup> class will be expected to make up the work through individual/group appointments with Dr. Blake scheduled outside of class time.
  - Students that miss 4 classes will not be allowed to make up the fourth or additional classes and will fail the course.

**Structure of Individual Classes:**

Individual classes may include initial lecture, interactive activities, in-class writing or visual design, and discussion/wrap up/reflection.

**Academic Honesty: Academic Integrity and Plagiarism**

Students are expected to maintain the highest standards of academic integrity. All work submitted must be original and properly cited. Plagiarism, cheating, or any form of academic dishonesty will result in immediate consequences as outlined in the university's academic integrity policy.

Students are responsible for knowing and abiding by GT's policy for academic integrity. Consult the Honor Code online at <http://www.honor.gatech.edu>. Please discuss the honor code with me if you are uncertain about any aspect of it.

**Supporting Students with Disabilities**

Georgia Tech is committed to creating a learning environment that meets the needs of its diverse student body. If you anticipate or experience any barriers to learning in this course, please feel welcome to discuss your concerns with me.

Students with disabilities, whether physical, learning, or psychological, who believe that they need accommodations, are encouraged to contact the Office of Disability Services as soon as possible to ensure

accommodations are implemented promptly. Students must provide documentation of their disability to ODS by uploading the forms into the AIM portal.

## Course Schedule

Week	Topics		Senior Design Deliverable
1	Introduction to Technical Writing/ Audience and Explanation	Introduction to Improv	
2	Core Messages/Story	Improv: Teamwork	
3	Visuals	Table Topics	
4	Visuals	Active Listening	
5	Client Communication and Memos	Style – Team Writing Errors	Team Composition Form
6	Preproposal Structure: Systems and Problems	Problem and System Samples	
7	In-Class Work	Improv: Explaining Another Way	Client Notification Form
8	Preproposal Structure: Organizational Principles	Gathering Information / Curiosity	
9	Fall Break – No Class	Improv: Failure Resilience	
10	Meetings with Dr. Blake	Meetings with Dr. Blake	
11	Pre-Proposal Sample	Improv: Creative Speed Thinking	Pre-Proposal
12	Style –Specificity and Succinctness	Face and Body Language	
13	Revision and Messaging	Improv: Teamwork	
14	Revision and Editing	Thanksgiving Break – No Class	Revised Pre-Proposal
15	Proposal Presentations	Proposal Presentations	
16	Reflection		Peer Evaluations; FERPA form

*This course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary.*