

CEE 6754 Syllabus

Engineering Communication, 3 credits

Fall 2026

Instructor Information

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General Course Information

Description

This course addresses written, oral, visual, electronic, and nonverbal communication within the civil and environmental engineering disciplines, and the material that students write, design, and talk about will be taken from their own studies and research. First, the course will cover basic principles of clarity and coherence in writing. Students then will apply these principles as they learn how to create a wide range of well-written and effectively designed technical documents. Emphasis will be placed on the editing and revision process. Second, students will learn the standard practices and standards of excellence in document design and data display, evaluate existing displays, and design visually effective figures and tables themselves. Additionally, students will learn how to write effectively about data displays. Third, students will learn how to create and deliver professional-quality technical presentations. Equal emphasis will be placed on achieving excellence in content, delivery, and slide design. The entire course will be conducted as a workshop: time will be devoted to lectures, in-class individual and group work, and peer review sessions.

Course Learning Outcomes

After successfully completing the work in this course, students will be able to demonstrate the following skills:

- Identify fundamental characteristics of a clear and direct style
- Edit writing to achieve clarity in sentences and coherence in paragraphs
- Summarize technical information in a variety of lengths
- Employ strategies for communicating with a nonexpert audience

- Write effective technical documents, such as scientific abstracts and proposals
- Identify standard practices and standards of excellence in visual communication
- Write effectively about graphical data
- Create and deliver professional-level technical presentations, demonstrating excellence in organizing information, delivery, and slide design

Required Course Materials

There are no required textbooks for the course. I will post a substantial amount of coursework material on Canvas. You are responsible for bringing a laptop/tablet to class so you can access the material electronically. You may not use your phone to access course material.

Grading Policy:

You are encouraged to resubmit any written assignment until it receives an “A.” Please keep all previous submittals on Canvas. Additionally, there will be homework assigned in class throughout the semester. Homework cannot be resubmitted.

Your final grade will be assigned as a letter grade according to the following scale: A 90-100%, B 80-89%, C 70-79%, D 60-69%, and F 0-59 %.

Assignments

- Summary, 5 points
- Magazine Article, 10 points
- Proposal, 20 points
- Abstract, 10 points
- Poster, 10 points
- Infographic (Extra Credit), 10 points
- Elevator Talk, 5 points
- Oral PPT Presentation, 10 points
- Pecha Kucha Presentation, 10 points
- Sample Document Analysis, 2 points
- Homework Assigned in Class, 18 points

Description of Graded Components

You will create nine types of engineering communication artifacts for different audiences, purposes, and contexts. Additionally, you will analyze two sample engineering communication documents and submit several homework exercises assigned in class.

Course Policies

Attendance and/or Participation

This course will be conducted in person. There is no remote or hybrid option. If you have an excused absence or become ill and cannot attend class in person, you are responsible for all the material you missed. More than two unexcused absences will result in a full letter grade deduction for the course.

Academic Integrity

Georgia Tech aims to cultivate a community based on trust, academic integrity, and honor. Students are expected to act according to the highest ethical standards. Review [Georgia Tech's Honor Code](#) and the student [Code of Conduct](#).

Any student suspected of cheating or plagiarism on a quiz, exam, or assignment will be reported to the Office of Student Integrity, who will investigate the incident and identify the appropriate penalty for violations.

Accommodations for Students with Disabilities

If you are a student with learning needs that require special accommodation, [contact the Office of Disability Services](#) (404-894-2563) as soon as possible to make an appointment to discuss your special needs and to obtain an accommodations letter. Please also e-mail me as soon as possible in order to set up a time to discuss your learning needs.

Student-Faculty Expectations Agreement

At Georgia Tech, we believe that it is important to strive for an atmosphere of mutual respect, acknowledgement, and responsibility between faculty members and the student body. [The Student-Faculty Expectations](#) articulate some basic expectations that you can have of me and that I have of you. In the end, simple respect for knowledge, hard work, and cordial interactions will help build the environment we seek. Therefore, I encourage you to remain committed to the ideals of Georgia Tech while in this class.

Use of Generative AI

We treat AI-based assistance, such as Microsoft Copilot or ChatGPT Edu, the same way we treat collaboration with other people: you are welcome to talk about your ideas and work with other people, both inside and outside the class, as well as with AI-based assistants. However, all work you submit must be your own. You should never include in your assignment anything that you did not write directly without proper citation (including quotation marks and in-line citation for direct quotes). Including anything you did not write in your assignment without proper citation will be treated as an academic misconduct case.

If you are unsure where the line is between collaborating with AI and copying AI, we recommend the following heuristic:

Never hit “Copy” within your conversation with an AI assistant. You can copy your own work into your own conversation, but do not copy anything from the conversation back into your assignment. Instead, use your interaction with the AI assistant as a learning experience, then let your assignment reflect your improved understanding. Deviating from this heuristic does not automatically qualify as academic misconduct; however, following this heuristic essentially guarantees your collaboration will not cross the line into misconduct. (Adapted from the School of Computer Science, Georgia Institute of Technology, Spring 2025)

Campus Resources for Students

Graduate Student Academic and Professional Success Resources:

A list of resources for graduate students is given on the [Office of Graduate and Postdoctoral Education](#) website. Specific information for [current graduate students](#) includes

- [Academic Resources](#) such as the Communications Center, Language Institute, Library, Catalog, Registrar, resources for conducting research, Advocacy and Conflict Resolution resources, and how to manage unexpected situations that may impact your academic performance;
- [Student Resources](#) such as Campus Services, Child Care/Family programs, Health & Wellness, Career Services, and the Student Resource Guide; and
- [Professional Development](#) such as the programming from the Career Center and other professional development resources and events

Student Well-Being:

At Georgia Tech, we are concerned about your overall physical, social, and mental well-being. A [comprehensive list](#) of wellness related resources has been compiled and maintained by the Office of the Vice President for Student Engagement and Well-being ([student-resource-guide \(gatech.edu\)](#)).