

Hello all!

I hope the beginning of your summers are going well.

Welcome to ENG 222: Intro to Professional Writing! This course is an online, asynchronous class, meaning pretty much all your work will be submitted through our course Brightspace. The syllabus, calendar, and first week will be available on June 3, when the course begins.

My name is Cara Messina (she/her); you can call me Cara, Prof Messina, or Dr. Messina. I've taught different iterations of Intro to Professional Writing for a few years now, both at Marist and at my previous position. The goal of the course is to get you all to practice and learn the conventions of professional writing genres (memos, emails, resumes, infographics, grant proposals, etc..).

For this summer course, you will be submitting work twice a week. The work will be a mix of reading quizzes, short writing activities, and longer assignments. You will be reading *A Strategic Guide to Technical Communication, 2nd edition* (ISBN 1554811074). The reading quizzes (open textbook) will be on different chapters that then will apply to your short activities and longer assignments. Please be sure to purchase or rent a copy of the textbook before the class begins on June 3.

I will email you again as we get close to June 3. Please feel free to reach out if you have any questions about the textbook. Keep an eye out for the syllabus and calendar!

Take care,
Cara