Assignment Four: The Technical Description

Assignment. **Craft a two- to three-page technical description** that describes a tool, mechanism, or piece of equipment. The model to follow for this assignment is the “Description of a Standard Bumper Jack” in our textbook. (Note: see my comment under “Specifications” below regarding an alternative model.)

You should know the item well, so you can describe it to lay readers based on your current knowledge. **You should use NO outside research**, other than personal observation (i.e., no phone calls to the company, visits to the corporate website, etc. unless you want to download an image. If you download an image, cite the source).

**Do NOT choose an item too large** for a three-page report—for example, do NOT choose something like an automobile engine or a Boeing airliner. **Conversely, do NOT choose an overly small or “simple” item**, such as a paper clip, a nail, or a shoestring. **Finally, do NOT choose** an object that appears in any of this unit’s assigned and deconstructed samples or our textbook’s examples**.** Choose an item, such as one of the following, that provides a “pleasant challenge” and requires a multi-component description (I recommend that your object contains *no less than* four components).

Lead pencil ink pen Hamster water bottle

Curling iron Bird/hummingbird feeder Electric razor

Make-up compact Manual Stapler eyeglasses

Action figure Guitar Ipad

Check with me if you’re not sure that your selected item will qualify for this assignment. You can also invent an item for this assignment.

Specifications. Your description should follow the “Standard Jack” example and the checklist in chapter 12 OR you can choose to follow the student sample in Unit Four and write a description that contains more measurements and specs and is formatted with a decimal numbering system. In either case, your description must include the following elements:

An Introduction

A detailed discussion of components with definitions for each component and

subcomponent and descriptions that provide measurements, composition, color, etc.

information (if you’re not sure, make it up or guess!)

A Conclusion

Graphics (any of the following are acceptable: computerized, hand drawn, or scanned

Images creatively pasted into your document; inserted CAD/AutoCAD graphics; Word

Paint/Word AutoShapes; photos taken with your cell phone) *that complement* the

written technical discussion. Include callouts.

Spatial (i.e., Western-style) organization

Effective document design

Efficient, “lay reader” language, awareness, and context

Use of Standard English, grammar, punctuation, and spelling

Calculation of Flesch Kincaid index and percentage of passive sentences