

University of Pretoria Yearbook 2024

Professional and technical communication 310 (SJJ 310)

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| Qualification | Undergraduate |
| Faculty | Faculty of Engineering, Built Environment and Information Technology |
| Module credits | 8.00 |
| NQF Level | 07 |
| Programmes | BEng (Civil Engineering) 4-year programme BEng (Civil Engineering) 5-year programme |
| Prerequisites | No prerequisites. |
| Contact time | 2 lectures per week, 2 other contact sessions per week |
| Language of tuition | Module is presented in English |
| Department | Civil Engineering |
| Period of presentation | Semester 1 |

Module content

Communicate effectively, both orally and in writing, with engineering audiences and the community at large. Written communication as evidenced by: uses appropriate structure, use of modern or electronic communication methods; style and language for purpose and audience; uses effective graphical support; applies methods of providing information for use by others involved in engineering activity; meets the requirements of the target audience. Effective oral communication as evidenced by appropriate structure, style and language; appropriate visual materials; delivers fluently; meets the requirements of the intended audience. Audiences range from engineering peers, management and lay persons, using appropriate academic or professional discourse. Typed reports range from short (300-1 000 word plus tables diagrams) to long (10 000-15 000 words plus tables, diagrams, references and appendices), covering material at exit level. Methods of providing information include the conventional methods of the discipline, for example engineering drawings, as well as subject-specific methods.

General Academic Regulations and Student Rules

The [General Academic Regulations \(G Regulations\)](#) and [General Student Rules](#) apply to all faculties and registered students of the University, as well as all prospective students who have accepted an offer of a place at the University of Pretoria. On registering for a programme, the student bears the responsibility of ensuring that they familiarise themselves with the General Academic Regulations applicable to their registration, as well as the relevant faculty-specific and programme-specific regulations and information as stipulated in the relevant

yearbook. Ignorance concerning these regulations will not be accepted as an excuse for any transgression, or basis for an exception to any of the aforementioned regulations. The G Regulations are updated annually and may be amended after the publication of this information.

Regulations, degree requirements and information

The faculty regulations, information on and requirements for the degrees published here are subject to change and may be amended after the publication of this information.

University of Pretoria Programme Qualification Mix (PQM) verification project

The higher education sector has undergone an extensive alignment to the Higher Education Qualification Sub-Framework (HEQSF) across all institutions in South Africa. In order to comply with the HEQSF, all institutions are legally required to participate in a national initiative led by regulatory bodies such as the Department of Higher Education and Training (DHET), the Council on Higher Education (CHE), and the South African Qualifications Authority (SAQA). The University of Pretoria is presently engaged in an ongoing effort to align its qualifications and programmes with the HEQSF criteria. Current and prospective students should take note that changes to UP qualification and programme names, may occur as a result of the HEQSF initiative. Students are advised to contact their faculties if they have any questions.