Genre Analysis questions per genre

Memo

1. what is done well with each document? what needs revision? what could be improved upon, if anything?

2. based on what we reviewed in class regarding the structure and composition of the memo genre (check the ppt), are these samples a good representation of a proper composition of memo? why or why not? and if yes, how? Is the closing present? Does it have a specific need or intended outcome it wants accomplished? Identify the genre conventions of the memo within each assigned sample. Place them in your homework assignment and explain how these meet the genre conventions of the genre.

3. what is the purpose of the document?

4. identify the persuasive elements of the memo. What makes the content you chose persuasive? Explain.

5. what do you notice about the reflection paper?

Technical Description

1. what is done well with each document? what needs revision? what could be improved upon, if anything?

2. based on what we reviewed in class regarding the structure and composition of technical description (check the ppt), are these samples a good representation of a proper composition of technical description? why or why not? and if so, how? Identify the genre conventions of the memo within each assigned sample. Place them in your homework assignment and explain how these meet the genre conventions of the genre

3. based on the content of each sample, who is the audience? how can you tell?

4. based on the content of each sample, what is the purpose of the document?

5. determine whether or not these samples contain a stance or are neutral. Explain for each.

6. in your opinion, based on the samples, do audience and purpose determine the content of each work? explain.

Lab Report

1. What is the hypothesis of the lab? Is it proven/disproven? Discuss.
2. What is done well in this lab? What needs improvement?
3. Is research present? Does that help with comprehension, credibility, and persuasion? How? Why or why not?
4. What do you notice about the reflection paper?
5. Does the lab report contain the genre conventions discussed in the Power Point? Explain.

Engineering Proposal

Does the project’s PPT work in tandem with the project’s proposal? Why or why not?

Concentrate on audience, purpose, and content with each of the project samples. Do the projects address the problem? The audience? The needs? Or is this necessary information “lost in the sauce?” If the information is indeed lost, how does this impact your understanding of the purpose of the project?

What is the purpose of the proposal? What is the problem and solution that each proposes?

What is done well in this proposal? What needs improvement?

Is research present? Does that help with comprehension, credibility, and persuasion? How? Why or why not?

Does the proposal contain the genre conventions discussed in PPT?

Self Assessment Portfolio

-discuss layout and organization

-discuss self citations

-discuss what was done well, what needed improvement

-discuss whether or not the project met requirements

-discuss whether or not CLOs and rhetorical elements were properly analyzed and discussed or

 even present

Public Service Announcements

what is the purpose of the psa as a genre?

what are the genre conventions of the PSA?

what are some important takeaways in creating the PSA?

does the psa you viewed effectively meet that purpose? does this psa, as a genre, match the content that you read for homework from the psa links? explain

identify the sustainability issue in the psa. does the psa do a good job of identifying and explaining the issue? explain your answer

who is the intended audience? how can you tell?

what is done well in this psa? what could be revised and why? (if anything) and what/how would you change it?

what tactics can we include in our content to make PSAs inclusive and accessible to most audiences?

List and explain best practices for engaging underserved populations.