

Erland Jonsson

## **DAT147 - Technical writing in computer systems and networks : Notes from the half-way meeting with student representatives**

**Date:** 2015-09-30

**Time:** 12.00-12.30

**Location:** CSE dept, room 4128

**Participants:**

Gerbrecherkos Haylay Alemayoh, Julia Gustafsson, Daniel Gunnarsson, Emil Kristiansson, Maksims Smirnovs, Linda Bradley, Iosif Salem, Erland Jonsson (chair)

**Brief notes:**

Below are listed the issues that were discussed:

1. Send a reminder email about the deadlines or highlight them on the course page.
2. Make the information about the assignments more easy to find by
  - putting all the information in a separate place in the homepage or by
  - putting pointers to the slide numbers that contain the assignments in the to do list and/or in the course schedule
3. Clarify to supervisors that they should give feedback on the abstracts.
4. Student were content with having partly compulsory lectures.
5. Clarify to the groups that it is their responsibility to ask for meetings with their supervisor whenever they feel they need feedback, e.g., before the paper submission. The overall idea is that there should be a close cooperation between the supervisor and the student group, without any unnecessary formalities being imposed upon this cooperation.
6. Are the deadlines for various submissions properly set? They could be moved back or forth depending on different trade-offs made. We agreed that they were probably well set as is.
7. The ACM template for the papers should preferably be sent by email to the students, not just linked to, as there are different alternatives under the links.