

# GE2410 – English for Engineering

by writing the name of the section, followed by a colon, in front of it, and then switch on the colour coding to see whether your expectations are confirmed.

2. Do you think this is an effective way of organizing this report? Why?

EE incident report 02 eshock

switch colour coding on/off

From: John Suen, Plant Supervisor

To: Kent Yau, District Director

Date: December 16, 2011

Subject: Report of Electric Shock accident at Processing Plant

A contract electric engineer received an electric shock while working in a distribution board on December 15.

The accident happened at 3:15 p.m. at the Shatin Processing Plant. Stephen Li, a contract electric engineer, was working on the main distribution board in a washery substation. He thought the cubicle was isolated but had overlooked a back feed to a control wire.

Do you want to improve your English communication skills for your discipline?





On this course, you'll  
explore using English  
as a tool for  
developing your  
skills of ...



inquiry

thinking



learning

communication

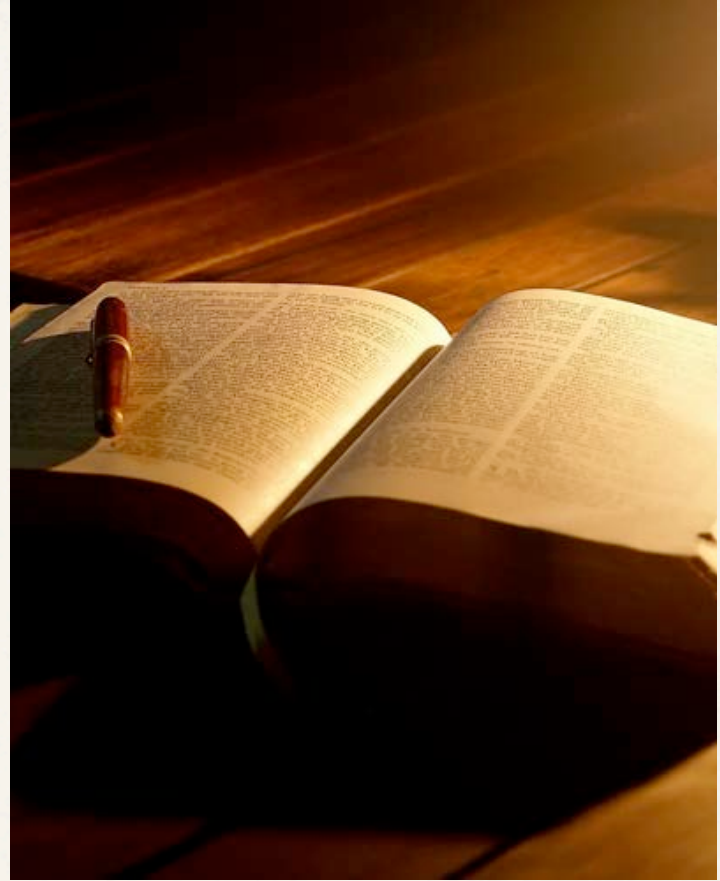


What will  
you do on  
the course?



# Develop Your Research Skills

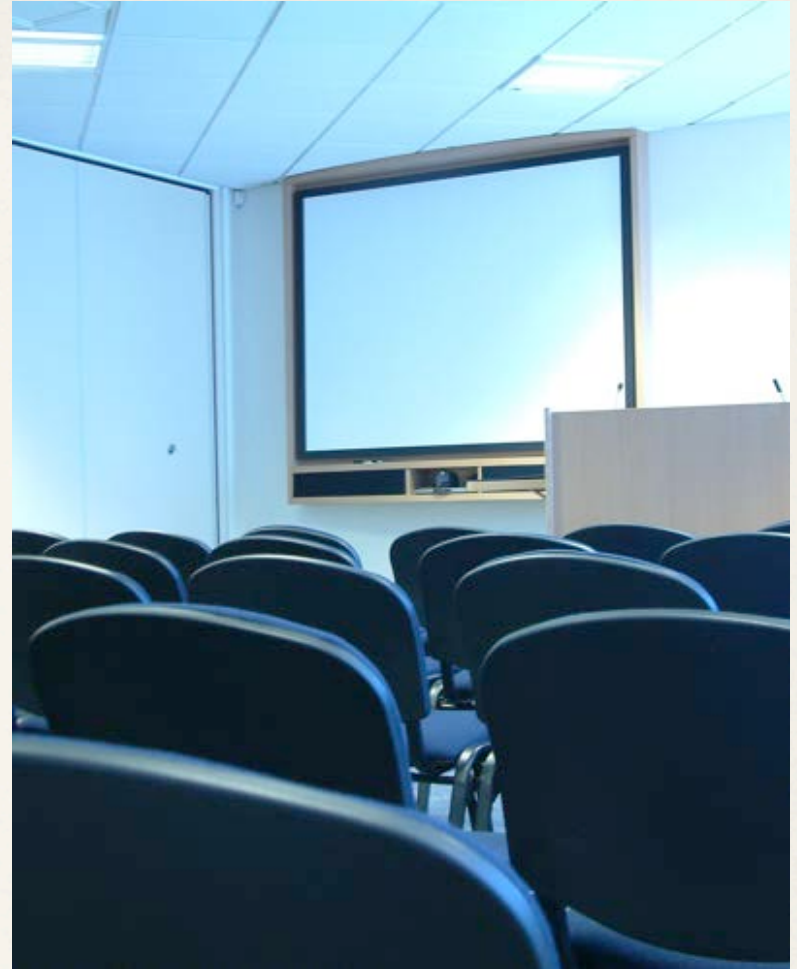
- You'll learn how to choose and evaluate suitable sources critically ...
- ... select the most appropriate ones, and ...
- ... identify important & relevant points from technical texts





# Develop Your Presentation Skills

- You'll apply your acquired research skills to prepare a short presentation ...
- ... as well as demonstrate your referencing skills



# Develop Your Discussion Skills

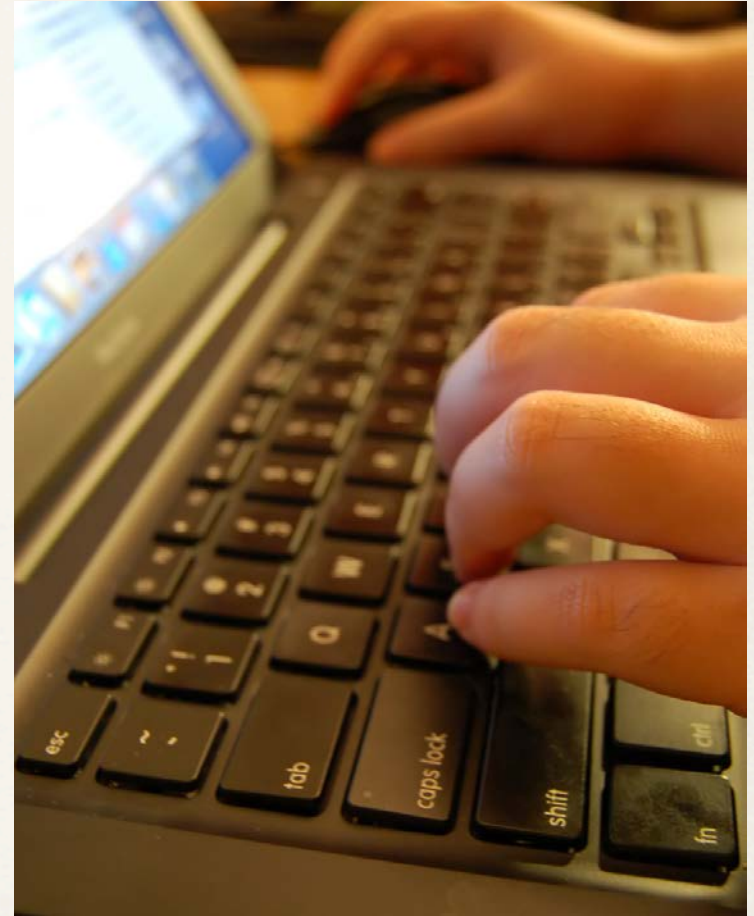
- You'll learn technical discussion skills through suitable activities ...
- ... and will apply them in planning and conducting a simulated technical team discussion





# Find Out About & Practise Writing Different Types of Report

- ❖ You'll learn to identify the structure and language characteristics of different types of reports ...
- ❖ ... and produce a written incident report



# Understand Aspects of Business Correspondence

- You'll learn about the language features of business correspondence in technical settings ...
- ... and will then produce some simulated business correspondence

