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This project was supported by the Cybersecurity and IT Pathways grant from the Florida Department of Education through Cyber Florida, project number 291-1231C-2C001, funding authority 84.425C-D CRRSA ACT ESSER II 84.425D & GEER II 84.425C, FAIN#: S425C210052. More information at cyberflorida.org/pathways/

**Activity**

Technical Writing vs. Non-technical Writing

MODULE 10: Comprehension and Communication Skills

This **activity** was written for the Florida Public School System DIGITAL INFORMATION TECHNOLOGY (8207310) course. Funded by the Cyber/IT Pathways Program, Cyber Florida, and the Florida Department of Education.

# Module 10: Comprehension and Communication Skills

## Activity: Technical Writing vs. Non-technical Writing

The student uses the Internet to compare technical writing and non-technical writing content and writes a summary of the comparison.

## Standards Assessed

* **14.01** Read and comprehend technical and non-technical reading assignments related to course content (e.g., manuals, books, magazines, electronic sources).

## Teacher Notes

Technical writing is a detailed description of how something works, such as a software user manual, or engineering specs. Non-technical writing is designed to be easy to read at a general level. Refer to the article below for more information:

* Difference Between Technical and Non-Technical Content Writing ([Difference Between Technical and Non-Technical Content Writing – Content Assistant](https://contentassistant.in/technical-vs-non-technical-content-writing/))

## Estimated Student Completion Time

* 45 minutes in-class x 2 to complete activity

## Activity Rubric

Consider evaluating the student’s work based on measures of quality. For example, with a maximum of 4 Points Possible, the following could be applied to the activity:

* **1 Point Earned** = ***Needs Improvement*** (the student work did not meet more than 50% of the requirements and did not follow instructions)
* **2 Points Earned** = ***Developing*** (the student met between 50% and 75% of the requirements and generally followed the instructions)
* **3 Points Earned** = ***Sufficient*** (the student met between 75% and 90% of the requirements and clearly followed instructions)
* **4 Points Earned** = ***Above Average*** (the student met > 90% of the requirements and followed all instructions)

# Activity: Technical Writing vs. Non-technical Writing

**Student Instructions**: Write a summary comparing the two types of writing. You can use Microsoft Word document or other word processor application compatible with .docx files.

1. Read the following resources:

* Organize and find your photos on your iPhone, iPad, or iPod touch - Apple Support (<https://support.apple.com/en-us/HT207368>)
* 5 Super Simple Ways to Manage Your Social Media Reputation (<https://shanebarker.com/blog/social-media-reputation/>)

1. Write a summary comparing the two types of writing. Be sure to state which is resource is considered technical writing and which is non-techical writing. the The summary must include:

* Main idea sentence
* 2-3 details
* Closing sentence