COURSE SYLLABUS

Clear Expression through Critical Thought Course (Self-Paced)

Advanced writers who are interested in tips and techniques to improve their writing clarity will be guided in understanding and applying the process of critical thinking.

> Group classes (Live Online) and onsite training are available for this course. For more information, email onsite@graduateschool.edu or visit: https://www.graduateschool.edu/courses/clear-expression-critical-thought-self-paced



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Course Outline

Module 1: Defining Critical Thinking

- Define critical thinking and its purpose in various contexts.
- Describe the six thinking abilities involved in critical thinking.
- Understand the steps in the critical thinking process and apply them to problem-solving.

Module 2: Problem Analysis—Getting to the Root Cause

- Identify key components of a problem, including root causes and contributing factors.
- Critically analyze information and evidence related to a given problem.
- Use graphic organizers like Venn and Fishbone diagrams to analyze problems.

Module 3: Using the Problem-Solving Process

- Identify the steps in the problem-solving process and how to apply them.
- Analyze a situation using tools like process maps to find potential solutions.
- Evaluate and choose the best solution using critical thinking skills.

Module 4: The Foundations of Clear Writing

- Learn the Seven Traits of good writing and how to apply them to your documents.
- Understand the four-step writing process: prewriting, drafting, revising, and refining.
- Explore the Plain Writing Act of 2010 and its relevance to clear, concise writing.

Module 5: Building Your Case: The Persuasive Argument

- Identify the structure of a persuasive argument and the role of reasoning and evidence.
- Apply inductive and deductive reasoning in building an argument.
- Use the CECC format (Claim, Evidence, Commentary, Conclusion) to organize persuasive documents.

Module 6: Persuasion Through Connection

- Analyze how tailoring writing to specific audience traits enhances reader engagement.

- Identify reader needs and strategies for countering objections from resistant readers.
- Apply Maslow's Hierarchy of Needs to understand and connect with your audience.

Module 7: Logical Writing

- Learn to identify and prevent common logical fallacies in writing.
- Ensure clarity and rational progression in your documents through logical writing techniques.

Module 8: Creating Clarity from Complex Subjects

- Use the writing process to develop a persuasive document from complex subjects.
- Apply peer review and self-evaluation techniques to improve writing clarity.