WRITING & PRESENTATION SKILLS

Virtual Workshops for Local Agencies

Note: Keep an eye out for any pre-event materials that need to be completed. These will become available about a week prior to the event.

OUR INSTRUCTOR

Victoria Kaplewski, MS, is a technical writer at the Center for Technology & Training, where she teaches writing and presentation skills workshops and bridge asset management plan workshops, and serves as editor of *The Bridge* newsletter. She also writes, edits, and reviews technical documentation, proposals, and reports. She has taught university-level writing courses, and has extensive experience in technical and outreach/marketing communication.

WRITING SKILLS: STRUCTURES

Dive into diagramming sentences and arguments, constructing paragraphs and reports, and structuring persuasive letters and board reports.

Event Dates : March 29 - 30, 2023
Event Time : 9:00 AM - 12:00 PM (ET)
Event Cost : $60
Registration Deadline : March 21, 2023

WRITING SKILLS: CLEAR & CONCISE SENTENCES

Pick apart sentences using ten strategies for writing clear and concise sentences.

Event Date : April 5, 2023
Event Time : 9:00 AM - 12:00 PM (ET)
Event Cost : $30
Registration Deadline : March 28, 2023

PRESENTATION SKILLS

Work on drafting presentations, slide design, and vocal delivery.

Event Date : April 6, 2023
Event Time : 9:00 AM - 12:00 PM (ET)
Event Cost : $30
Registration Deadline : March 29, 2023

QUESTIONS?

Email ***ctt@mtu.edu*** for more information!

Required for fulfillment of continuing education. Read the Center for Technology & Training policy here.

Accommodation requests related to a disability should be made by ten business days prior to the event to ctt@mtu.edu.

Michigan Tech is an EOE that provides equal opportunity for all, including protected veterans and individuals with disabilities.

Michigan's Local Technical Assistance Program

Center for Technology & Training