WHO teaches this class?
Mark Bauer has a PhD in English from UC Berkeley and has taught courses in reading, writing, and English literature at UC Berkeley and UC Davis. He is passionate about promoting the link between clear language and clear thinking.

WHO takes this class?
Students who:
• Are new to academic and professional communication
• Were not required to write academic papers and/or give presentations in their past
• Need to produce high-quality text in time-sensitive environments.

WHAT is this class?
Our focus is on producing short, succinct written documents and presentations that are essential to your professional success. By the end of this course, you will be able to
• Craft a variety of written materials, including cover letters and project reports
• Summarize and synthesize ideas from published articles
• Turn your ideas into modular, skimmable, and clear writing.

WHY take this class?
• Sharpen your elevator pitch.
• Share your technical expertise during networking events.
• Put your best foot forward in online bios and emails.