

CE 203

Communication Assignment

Due Wednesday, March 7, 2007

Write the first two pages to a laboratory report and transmit it by proper email format.

Include the following in your (hypothetical or actual) laboratory report: Title Page, Abstract (second page) and Introduction (second page following abstract). See the CCEE Technical Communication Guide (page 52) for the requirements for laboratory reports.

Submit to Rosemary Hamlin [RMeagleone@msn.com] by 5 pm on Wednesday, March 7, 2007.

In your email to Rosemary, include proper email etiquette (i.e., who are you addressing, what it is you are writing about, who you are, and what your contact information is).