

## MEMORANDUM

**To:** Professor Rodwell  
**From:** Carol lee  
**Date:** April 3, 2023  
**Subject:** ENGL 21007 Technical Description Essay Reflection

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This is a self-reflection memo for my Technical Description essay where I explained the features, functionalities, and technical aspects of the Apple 2<sup>nd</sup> Generation AirPods. The purpose of this document is to reflect on my experience while writing the Technical Description paper.

The Technical Description essay required me to choose any product and provide a clear and detailed description of every part and subpart. I chose the AirPods because it would be easier for me to describe in detail what every part is since I am familiar with the product. On the surface, it looked to be an easy product but as I did more research, it was challenging to find one source that had images and lists of every part. There are a lot of parts where the dimensions are unknown, which made it difficult to properly describe them in full detail. From this assignment, I learned that writing descriptions is one of my weak points. I struggled to use engaging and descriptive terms that properly detail the parts, especially since there is a lack of images online that can show the reader exactly what I am referring to.

In terms of the essay's rhetorical situation, the genre can be categorized as a technical description. Technical description papers are written to convey technical information of a product to a specific audience. The motivation to writing this paper and choosing this product is to provide the audience with a comprehensive and detailed explanation of the AirPods. The purpose of the Technical Description paper is to communicate complex information in a clear manner so that it will assist the audience in understanding the product on a structural level. Though the audience of technical description papers is typically composed of professionals who possess technical knowledge relevant to the product, my technical description paper is for an audience that does not possess technical knowledge. The reasoning being is due to the simple and not so technically complex way I described each part of the product.

The Technical Description paper helped me achieve the Course Learning Outcomes, especially when it came to acknowledging the range of linguistic differences as resources when considering my audience. I wrote the paper in simple terms, potentially being able to appeal to all audiences. There is no technical jargon that may be unfamiliar to readers, and there are visuals that help illustrate my ideas when describing each part. The document is easy to read as there is also a table of contents which outline what the paper will be detailing.

By writing the Technical Description paper, it provided me with a realization that descriptive writing is one of my weak points. Despite this, the process of writing allowed me to gain a better understanding of how to communicate technical information clearly and effectively.

Carol Lee

