

A BALANCE of POWER:  
ENERGY, the ENVIRONMENT, and SOCIETY

**Briefing Assignment**

Please keep track of briefing assignments, which will be posted on the class web-site when assigned. In general, the briefings will cover one of the guest lectures and will be due one week later at the beginning of class.

For each of the brief assignments, prepare a formal briefing, summarizing discussion points. The brief must contain a title and can be no longer than 300 words (roughly one page, depending on font size and margins).

\*Please upload your Word file onto t-square.

**Briefing description:** A briefing should summarize the class discussion, highlighting major points and adding important details that may have enlivened the discourse. Be succinct and to the point. (Pretend you have five minutes to summarize a given topic to the Senate and you get the idea.) Your briefing must incorporate full sentences and be grammatically correct like a well-written news article (see example briefs on class web-site).

What a briefing is not:

- Vague generalizations
- Direct quotations from participants
- Content pulled from textbooks or Wikipedia
- Do not include phrases such as, “We talked about...,” “I don’t really know what this meant, but...” “The professor said...” The tone should not be conversational.