

APPENDIX D: Index of Common Abbreviations

Abbreviation	Definition
Admin	Administration Building (registrar, Grad Office, other administrative offices)
APA	American Psychological Association
C&C	<i>Computers and Composition: An International Journal for Teachers of Writing</i>
CCC	<i>CCC: The Journal of the Conference on College Composition and Communication</i>
CCCCs	The Conference on College Composition and Communication
CPTSC	Council of Programs in Technical & Scientific Communication
D1 – D9	Forms for Ph.D. students used to track degree progress
EERC	Electrical Engineering Resource Center (campus building)
.ftp	File transfer protocol (used in sending computer files)
GA	Graduate Assistant
GADA	Graduate Administrative Assistant
GTA	Graduate Teaching Assistant
GTI	Graduate Teaching Instructor
GPD	Graduate Professional Development (job preparation seminars)
GSC	Graduate Student Council
ICA	International Communication Association
HDMZ	Humanities Digital Media Zone
.html	Hypertext markup language (used in World Wide Web pages)
http:	Hypertext transfer protocol (used in World Wide Web)
HU	Humanities Dept.
Hugrad-l	Listserv for humanities graduate students
Hufac-l	Listserv for humanities faculty
ILL	Interlibrary Loan
M4 – M6	Forms for Masters students used to track degree progress
Macs	Macintosh computers
MEEM	Mechanical Engineering-Engineering Mechanics (campus building with distance education studios in basement)
Michigan Tech	Michigan Technological University
MLA	Modern Language Association
MOOT	Humanities graduate discussion forum; meets weekly during lunch
MTU	Michigan Technological University
MUB	Memorial Union Building
NCA	National Communication Association
NCTE	National Conference of Teachers of English
PCs	Personal computers
.pdf	Portable document file (for transferring text files via computer)
the Petersen	A library used for meetings & celebrations on Walker's 3rd floor
PFF	Preparing Future Faculty (a national initiative and grant to RTC)
Sys Ad	Systems Administrator
SPEAK test	Test of spoken English & comprehension (required of non-native English speaking international students)
STA	Scientific & Technical Communication, Arts (undergraduate major)
STC	Scientific & Technical Communication (undergraduate major)
TOEFL	Test of English as a Foreign Language (required of int'l students)
WWW	World Wide Web

