

PROFESSIONAL AND TECHNICAL WRITING, DEPARTMENTAL CERTIFICATE

The Certificate in Professional and Technical Writing (CPTW) is designed for two primary groups:

1. Current ECU students from a wide variety of majors (e.g., the Sciences, Engineering, the Humanities, etc.) who wish to improve their writing and communication skills and improve their job prospects.
2. Non degree-seeking business people from the region who want to improve their writing and communication skills and/or document those skills (in Certificate form) for present/future employers.

With an emphasis on improving their writing, students pursuing a CPTW will learn how to communicate effectively – using text, speech, visual design, and interactive theory – in several multimedia formats, for technical, professional, and general audiences in regional, national, and international contexts. Upon completion of the CPTW, students will have learned first how to effectively gather, organize, and analyze pertinent information for a professional project, and then how to compose, revise, and present the results to the intended audiences across all industries.

Program Requirements

| Code | Title | Hours |
|---------------------------------|--|-----------|
| Certificate Requirements | | |
| ENG 300 | Introduction to Technical and Professional Writing | 3 |
| ENG 400 | Advanced Technical Writing and Document Production | 3 |
| ENG 500 | Topics in Professional Writing:___ | 3 |
| BEM 202 | Information Gathering | 3 |
| BEM 203 | introduction to Media Writing | 3 |
| CCT 310 | International Business Communication | 3 |
| Total Hours | | 18 |