

## New Program Proposal

# Online Certificate in Technical Writing

## Online Certificate in Technical Writing

Students earn the Online Certificate in Technical Writing by completing 18 hours in selected online writing courses with a grade point average of 3.0 or better, including a capstone course. Twelve of the 18 hours must be taken at the University of Missouri-St. Louis. Courses may not be taken on a satisfactory/unsatisfactory basis.

UMSL Courses		
ENGL 3120	Business Writing	3
ENGL 3130	Technical Writing	3
ENGL 3160	Writing In The Sciences	3
ENGL 4870	Advanced Business And Technical Writing	3
ENGL 4871	Publishing: Writers, Editors, and Readers	3
ENGL 4872	Technical Presentations	3
ENGL 4890	Writing Internship	3
ENGL 4892	Independent Writing Project	3
Missouri S&T Courses		
ENGLISH 3560	Technical Writing	3
TCH COM 2560	Technical Marketing Communication	3
TCH COM 3440	Theory of Visual Technical Communication	3
TCH COM 4085	Internship in Technical Communication (individual	3
TCH COM 4450	International Dimensions of Technical Communication	3
TCH COM 4530	Help Authoring	3
TCH COM 4450	Proposal Writing	3

TCH ED 5510	Technical Editing	3
TCH COM 5530	Usability Studies	3
TCH ED 5560	Web-Based Communication	3
TCH COM 5610	History of Technical Communication	3
TCH COM 5620	Research Methods in Technical Communication	3

Students may use ENGL 4890, ENGL 4892, ENGL 4870, ENGL 4871, and ENGL 4872 as their capstone course.

When the student has completed requirements for the certificate, the coordinator will notify the university registrar and the college from which the student will graduate. Upon the student's graduation, completion of the Online Technical Writing Certificate will be noted on the official transcript and a certificate will be mailed to the student's residence. Students who have graduated before completing the Online Technical Writing Certificate will receive the certificate in the mail and will have the certificate entered on their official transcripts.

Sign-offs from other departments affected by this proposal

None

Rationale	This new Online Technical Writing Certificate is a course-sharing program with Missouri S&T. We have been offering the shared courses since Fall 2014. The English Department approved the Certificate last spring.
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