**College Of Liberal Arts And Human Sciences
Department Of English
Minor in Professional and Technical Writing (PTW)
For student date of entry under Undergraduate Catalog 2022-2023**

The Minor in Professional and Technical Writing requires 18 hours distributed as follows:[1]

I. Foundational Courses (6 hours)

Introduction to Professional Writing	(3) _____	ENGL 3104
Writing and Digital Media	(3) _____	ENGL 3844

II. Electives (12 hours)

Choose four courses (12 hours) of the following, at least one of which (3 hours) must be at the 4000-level.[2]

Technical Editing and Style	(3) _____	ENGL 3804
Creating User Documentation	(3) _____	ENGL 3814
Designing Documents for Print	(3) _____	ENGL 3824
Intercultural Issues in Professional Writing	(3) _____	ENGL 3834
Grant Proposals and Reports	(3) _____	ENGL 4804
Developing Online Content	(3) _____	ENGL 4814
Science Writing	(3) _____	ENGL 4824
Field Study	(3) _____	ENGL 4964[3]
Magazine Writing	(3) _____	JMC 4144

In order to graduate with a Minor in Professional and Technical Writing, students must complete all courses comprising the minor with a GPA of 2.0 or better.

[1]All courses on listed on this checksheet (except 4964) have as a prerequisite ENGL 1106 or COMM 1016.
[2]Students declaring the minor who have already taken ENGL 3764: Technical Writing or ENGL 3774: Business Writing and who do not need that course to fulfill a major requirement may substitute that course for ENGL 3104: Introduction to Professional Writing.
[3]ENGL 4964 is offered only as a Pass/Fail course. The course may count for the Professional and Technical Writing minor when taken Pass/Fail.