

PROFESSIONAL WRITING CERTIFICATE

Program code: PWRT-CC

Location: Asnuntuck, Capital, Gateway, Housatonic, Manchester, Middlesex, Naugatuck Valley, Northwestern, Norwalk, Quinebaug Valley, Three Rivers, Tunxis

Program Description

The Professional Writing Certificate offers students the opportunity to develop skills in preparation for a career in writing or to improve and enhance their writing skills in any professional career. Students will learn to design and write texts that meet professional needs, such as reports, proposals, social media, scripts, and user manuals. Given the importance of clear written and multimodal communication in nearly every profession, the Professional Writing Certificate is an ideal complement to any degree path and a helpful and timely credential for working professionals to add to their resume. The variety of courses will enable students to develop their writing interests and goals, whether in business writing, rhetoric, creative writing, editing and publishing, or any combination of these.

Learning Outcomes

Upon completion of this certificate, student will be able to:

1. produce coherent texts within common professional forms for different audiences and contexts.
2. revise documents for rhetorical purposes to clarify and improve messaging.
3. employ careful sentence-level editing in final drafts with accuracy in syntax, grammar, semantics, and punctuation.
4. demonstrate strong critical thinking skills through writing for a variety of audiences, purposes, and situations.
5. use technology ethically and effectively to produce professional texts for a variety of purposes.

Certificate Requirements

Code	Title	Credits
Program Core Courses		
ENG 1009	Grammar for College and Professional Writing	1-3
or ESOL 1405	Grammar IV: Low Advanced	
ENG 1010	Composition	3
ENG 1080	Composition II: Technical Writing	3
ENG 2100	Creative Writing	3
COMM 2502	Social Media Strategy	3
Discipline-Specific Options		
Choose one of the following:		3
BMGT 2100	Organizational Behavior	
ENG 1030	Composition II and Non-fiction Texts	
COMM 2401	Publications Workshop	
ENG 2150	Literary Magazine Production I	
COMM 2513	Scriptwriting of Media	

COMM 1502	Sports Reporting
THR 2232	Scriptwriting
THR 2230	Playwriting
CJS 2570	Writing and Research in Criminal Justice ¹
LGL 1002	Legal Research and Writing ¹
Total Credits	16-18

¹ enrollment in these courses is restricted to program majors