College Of Liberal Arts And Human Sciences  
Department Of English  
Minor in Professional and Technical Writing (PTW)  
For students graduating in calendar year 2022 and for student date of entry under Undergraduate Catalog 2020-2021

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 4964³
  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.

¹All courses on listed on this checksheet (except 4964) have as a prerequisite ENGL 1106 or COMM 1016.
²Students 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.
³ENGL 4964 is offered only as a Pass/Fail course. The course may count for the Professional and Technical Writing minor when taken Pass/Fail.