

Technical and Professional Communication Certificate

15 credit hours

Available to all UNM majors

The undergraduate certificate in Technical and Professional Communication is a rigorous, transcribed course of study for students who want to explore the field of technical and professional communication. The required courses offer a foundation through which students can develop skills as writers and editors while also getting a survey of the opportunities available to them in technical and professional communication. This certificate is particularly appropriate for students in STEM who would like to add credentials in Technical and Professional Communication to their transcripts. The elective courses invite students to hone their writing in one of several courses designed to offer students a taste of what a 21st-Century technical and professional communication professional can expect. Students are then expected to put their skills to work in one of two capstone courses designed to give them experience as writers, editors, or tutors.

Certificate Course Requirements (15 required total)	Credits
Required Courses	
ENGL 2210, Technical Writing	3
ENGL 2220, Introduction to Professional Writing	3
ENGL 417, Editing	3
One course (3 credit hours) chosen from the following	
ENGL 319, Usability and User-Centered Design	3
ENGL 320, Advanced Expository Writing	3
ENGL 413, Scientific, Environmental, and Medical Writing	3
ENGL 414, Documentation	3
ENGL 418, Proposal and Grant Writing	3
ENGL 419, Visual Rhetoric	3
ENGL 420, Topics in Professional Writing	3
ENGL 441, English Grammars	3
Capstone (choose one of the following)	
ENGL 444, Practicum, Tutoring Writing	3
ENGL 499, Internship	Must be taken at 3

From the UNM Catalog

Requirements

- ENGL 2210 (or the Writing & Speaking Core Curriculum Equivalent from another institution), ENGL 2220, and ENGL 417;
- One course chosen from ENGL 320, 413, 414, 418, 419, 420, 441;
- One course chosen from ENGL 444 and 499

Technical and Professional Communication Minor

18 Credit hours

Not available to those pursuing an English BA

The 18-credit undergraduate minor in Technical and Professional Communication (TPC) features a rigorous, condensed curriculum that prepares students to face workplace realities upon graduation with a solid foundation. The three required courses offer core knowledge in the field, from which students can develop skills as writers and editors while also getting a survey of the opportunities available to them in technical and professional communication. The range of elective courses in the minor prepares students for multiple workplace genres, ethical considerations, and technologies in 21st-century technical and professional communication workplaces. Students receiving the minor are also required to complete a TPC internship, which allows students to learn both the theory and practice of workplace standards and outputs while interning at an organization, typically a local one in Albuquerque, with significant writing, editing, and multimodal communication needs.

Minor Course Requirements (18 required total; at least 9 credit hours must be taken at 300-level or above)	Credits
Required Courses	
ENGL 2210, 2120, or 2110 (Technical Writing; Expository Writing; Traditional Grammar)	3
ENGL 2220, (Introduction to Professional Writing)	3
ENGL 320 or 417 or 418 or 419 or 420 (Advanced Expository Writing; Editing; Proposal and Grant Writing; Visual Rhetoric; Topics in Professional Writing)	3
Elective Courses (9 credits chosen from the following)	
ENGL 2210, Technical Writing	
ENGL 2220, Introduction to Professional Writing	
ENGL 2110, Traditional Grammar	
ENGL 319, Usability and User-Centered Design	3
ENGL 320, Advanced Expository Writing	3
ENGL 413, Scientific, Environmental, and Medical Writing	3
ENGL 414, Documentation	3
ENGL 417, Editing	
ENGL 418, Proposal and Grant Writing	3
ENGL 419, Visual Rhetoric	3
ENGL 420, Topics in Professional Writing	3
ENGL 441, English Grammars	3
ENGL 442, Major Texts in Rhetoric	
ENGL 444, Practicum, Tutoring Writing	3
Capstone	
ENGL 499, Internship	1 is optional

From the UNM Catalog

Requirements

The Technical and Professional Communication minor is comprised of 18 credit hours. Requirements are: ENGL 2210 or 2120 or 2110; 2220; 319, 320, 417, 418, 419, or 420. Elective courses: 9 credits chosen from ENGL 2210, 2220, 2110, 319, 320, 413, 414, 417, 418, 419, 420, 441, 442, 444, or approved courses offered in other departments. ENGL 499 (Internship) is optional. At least 9 credit hours must be in courses numbered 300 and above.

**Interested in the Certificate or Minor?
Please contact Dr. Julianne Newmark Engberg
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