

# BAT - TC3I: Technical Specialist TCC (replaces 5DQI: Technical Communications in the Quarter System)

The purpose of the Technical Specialist certificate program is to prepare students for positions in business that require technical proficiency to translate technical information to various audiences and in various formats using written and oral communication skills.

## **Career Opportunities**

*Graduates may find employment in entry-level positions in a variety of business and industry settings.*

## **Credit Required for Completion: Minimum of 36 credit hours**

### **Curriculum**

*General Core Courses (from Associate Degree Area Requirements)*

\_\_\_\_\_ Area I requirements (minimum 3 hours; must include ENGL 1101)

\_\_\_\_\_ Area II requirements (minimum 3 hours)

\_\_\_\_\_ Area III requirements (minimum 3 hours; must include MATH 1101 or MATH 1111)

\_\_\_\_\_ Area IV requirements (minimum 3 hours)

\_\_\_\_\_ Additional 12 hours from Area I, II, III, or IV

<b>Program Course</b>		<b>Credits</b>
<i>Occupational Courses</i>		
_____ BUSN 1300	Introduction to Business	3
_____ BUSN 2190	Business Document Proofreading and Editing	3
_____ COMP 1000	Introduction to Computers	3
_____ MGMT 1100	Principles of Management	3