

# TECHNICAL COMMUNICATION (TEC)

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**TEC 200 (3 credit hours)****Technical Communications**

Focuses on written and oral communications in a technical environment, including a review of grammar, usage, mechanics, and punctuation.

Emphasizes preparing business communications such as letters and application materials, creating technical reports and sets of instructions, creating proposals or presentation materials, and developing appropriate technical communication styles for various audiences.

Covers professional use of email, social media, websites, and other electronic resources. Lecture: 3.0 credits (45 contact hours).

**Pre-requisite:** Placement in college level writing or Consent of Instructor.

**Attributes:** Other

**Components:** LEC: Lecture