

# CERTIFICATE PROFESSIONAL WRITING

## Overview

The Professional Writing Minor is an interdisciplinary degree in writing and editing for business, science and the arts. Housed within the Department of English, the professional writing minor provides students with knowledge and skills much in demand by employers in government, business, social service, and community organizations. Take courses in Technical Writing and Editing, Policy Writing, Advanced Grammar, and Organizational Communication, among others. 15-credit "options" are also available in Professional Editing or Technical Writing.

This program is offered in English only.

## Program requirements

The table below includes only the discipline-specific courses. Please refer to the Academic Regulations (<https://www.uottawa.ca/administration-and-governance/academic-regulation-3-program-of-studies/>) for information on the possible combinations available within the Faculty Arts.

Requirements for this program have been modified. Please consult the 2021-2022 calendars (<http://catalogue.uottawa.ca/en/archives/>) for the previous requirements.

### Compulsory Courses

|          |   |         |
|----------|---|---------|
| ENG 1320 | English Grammar for Professional Writers and Editors <sup>1</sup> | 3 Units |
|----------|---|---------|

### Optional Courses

|                      |         |
|----------------------|---------|
| 3 course units from: | 3 Units |
|----------------------|---------|

ENG 1100 Workshop in Essay Writing

ENG 1112 Technical Report Writing

ENG 1120 Selected Topics in Literature and Composition

ENG 1124 Engaging with Literature

ENG 1131 Effective Business English

|                      |         |
|----------------------|---------|
| 9 course units from: | 9 Units |
|----------------------|---------|

CMN 2130 Interpersonal Communication <sup>2</sup>

CMN 2148 Organizational Communication <sup>2</sup>

ENG 2305 Introduction to Writing Creative Non-fiction

ENG 2370 Writing for Digital Media I: Fundamentals of Digital Literacy

ENG 2380 Introduction to Technical Writing

ENG 2381 Writing about the Arts

JOU 3100 Digital Journalism I

PHI 2170 Logic I

TRA 2988 Documentation and Lexicology

TRA 3313 Writing Techniques for Translators and Professional Writers I

|                       |          |
|-----------------------|----------|
| 12 course units from: | 12 Units |
|-----------------------|----------|

CMN 3130 Communication Planning

ENG 3170 Writing for Digital Media II

ENG 3171 Communication in the Information Age

ENG 3180 Editing Documents for Business, Science, and Technology

ENG 3181 Editing in Arts and Humanities Publishing

ENG 3182 Policy Writing and Writing for Government

ENG 3305 Advanced Workshop in Creative Non-fiction

JOU 4100 Digital Journalism II

TRA 4313 Writing Techniques for Translators and Professional Writers II

TRA 4315 Post-Editing and Technical Writing for Translators

|   |         |
|---|---------|
| 3 course units in English (ENG) or in Communication (CMN) at the 2000 or 3000 level | 3 Units |
|---|---------|

|        |          |
|--------|----------|
| Total: | 30 Units |
|--------|----------|

### Note(s)

- <sup>1</sup> Students from the School of Translation and Interpretation can substitute TRA 2313 for this requirement.
- <sup>2</sup> Can be taken with the permission of the Department of Communication.