

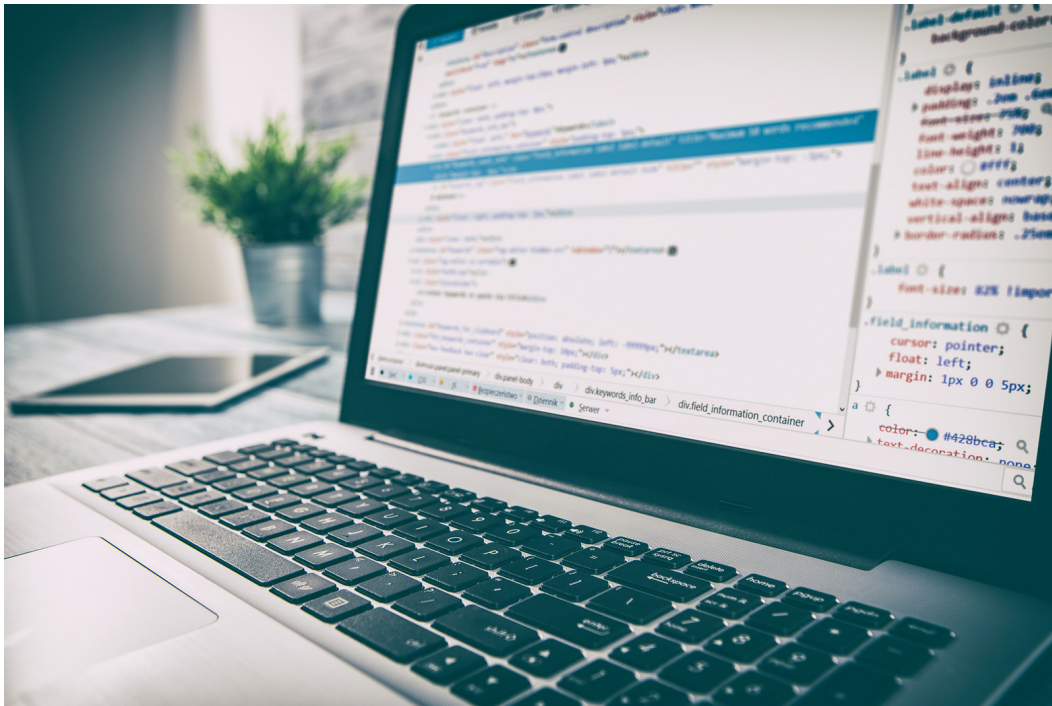
# NJIT

New Jersey Institute  
of Technology

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## Technical Communication Essentials Graduate Certificate

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Professional and Technical Communication  
Department of Humanities  
College of Science and Liberal Arts

## WHY STUDY PROFESSIONAL AND TECHNICAL COMMUNICATION?

NJIT is a top-tier institution that has been educating technical professionals for over 125 years. At the intersection of technology and applied science, NJIT provides the necessary technical backbone for a program involving communication and information design. With a major technological research university as its home, the graduate program in professional and technical communication emphasizes a research-driven approach to problem-solving using contemporary technological tools.

## ABOUT THE COLLEGE OF SCIENCE AND LIBERAL ARTS

The College of Science and Liberal Arts (CSLA) is dedicated to instruction in the physical, biological, and mathematical sciences as well as traditional liberal arts disciplines. CSLA is home to internationally renowned research centers and award winning researchers, and partners with departments throughout NJIT to explore emerging frontiers and expand interdisciplinary initiatives in a diverse range of areas that include genomics, neuroscience, ecology, biomechanics, solar physics, photonics, environmental science, applied mathematics and statistics, materials science, technical communication, and digital media.

## WHO SHOULD ENROLL?

The graduate certificate programs in professional and technical communication (PTC) are designed to meet the emerging challenges of technological and scientific innovations as well as social media and aesthetic design in cross-cultural environments. They prepare students for a range of professions that involve communication and technology, such as technical communication, user experience, information design, online community management, instructional design, editing, and medical communication. Our students acquire an understanding of information technologies that enables them to approach communication issues with new problem-solving skills. Our faculty provides strong theoretical foundations within practical frameworks to help students apply what they learn.

## PROGRAM SUMMARY

**Program:** Technical Communication Essentials Graduate Certificate

**Required Credits:** 12 (four 3-credit-hour courses)

**Program Objective:** To equip students with skills and knowledge in technical writing and editing, documentation, content management, and web-based training.

**Format:** All courses are offered online and administered through Moodle, NJIT's online course management system. For more information about online learning at NJIT please visit [www.njit.edu/online](http://www.njit.edu/online).

## ADMISSIONS REQUIREMENTS

Applicants must have a bachelor's degree from an accredited institution with a cumulative undergraduate GPA of at least 2.8 on a 4.0 scale.

## CURRICULUM

The PTC graduate certificates are designed to allow students to focus intensely on a single area of communications research and practice. Each certificate contains at least one course that also serves as a core component of the master's degree in professional and technical communication, which allows students the opportunity to parlay their graduate certificate coursework towards substantial progress in the Master of Science in Professional and Technical Communication (MSPTC) program.

## TECHNICAL COMMUNICATION ESSENTIALS REQUIRED COURSES

PTC 601*	Adv. Professional & Technical Comm.
PTC 605	Elements of Visual Design
PTC 624	Professional and Technical Editing
PTC 632	Mgmt. & Information Architecture

\*signifies a core course for the M.S. in PTC

## PTC GRADUATE CERTIFICATES

The PTC program offers four graduate certificates: Instructional Design, Evaluation, and Assessment (IDEA); Social Media Essentials (SME); Technical Communication Essentials (TCE); and User Experience Essentials (UXE). Each of the certificate programs is comprised of four courses. Graduate certificates may be applied towards degree progress in the MSPTC program.

## MSPTC

Students must complete a minimum of 30 degree credits taken over a minimum of two semesters. Five core courses must be completed by all students; five elective courses allow students to specialize in selected areas of professional and technical communication.

## FOR FURTHER INFORMATION CONTACT:

Graduate Programs  
Department of Humanities  
[humanities.njit.edu](http://humanities.njit.edu)



## TO APPLY CONTACT:

Office of Graduate Admissions  
973-596-3300, or apply online at  
<http://www.njit.edu/admissions/apply-online.php>