PROFESSIONAL WRITING, MINOR

Requirements for a minor may be completed at any campus location offering the specified courses for the minor. Students may not change from a campus that offers their major to a campus that does not offer their major for the purpose of completing a minor.

Program Description

The minor in Professional Writing is intended to prepare students from all degree programs within the Berks College (with the exception of the major in Professional Writing) to write effectively in a variety of workplace and academic settings. Theory courses provide the necessary background to help students understand and appreciate the larger issues surrounding the writing and reading of texts. At the same time, practice-oriented courses draw upon the strategies and techniques of practicing writers outside and inside of the University, including workshops, peer conferencing, collaborative writing, portfolio preparation, and internships.

Students may not count courses used to satisfy General Education Writing/Speaking Skills.

What is Professional Writing?

If you enjoy expressing thoughts and ideas through the written word, the minor in Professional Writing may be right for you. Professional Writing involves the use of precise language to convey information in a way that is easily understood by its intended audience, and it may be used to inform, persuade, instruct, or encourage action.

Program Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
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<tbody>
<tr>
<td>Requirements for the Minor</td>
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Requirements for the Minor

A grade of C or better is required for all courses in the minor, as specified by Senate Policy 59-10 (http://senate.psu.edu/policies-and-rules-for-undergraduate-students/59-00-minors-and-certificates/#59-10).

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ENGL 211W</td>
<td>Introduction to Writing Studies</td>
<td>3</td>
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</table>

Prescribed Courses: Require a grade of C or better

Additional Courses: Require a grade of C or better

Select 15 credits of the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ENGL 216</td>
<td>Science Writing</td>
<td></td>
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<tr>
<td>ENGL 417</td>
<td>The Editorial Process</td>
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<tr>
<td>ENGL 418</td>
<td>Advanced Technical Writing and Editing</td>
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<td>ENGL 419</td>
<td>Advanced Business Writing</td>
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<td>ENGL 420</td>
<td>Writing for the Web</td>
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<td>ENGL 421</td>
<td>Advanced Expository Writing</td>
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<td>ENGL 471</td>
<td>Rhetorical Traditions</td>
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<td>ENGL 472</td>
<td>Current Theories of Writing and Reading</td>
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<td>ENGL 473</td>
<td>Rhetorical Approaches to Discourse</td>
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<td>ENGL 474</td>
<td>Issues in Rhetoric and Composition</td>
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<td>ENGL 480</td>
<td>Communication Design for Writers</td>
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<tr>
<td>ENGL 491</td>
<td>The Capstone Course in Professional Writing</td>
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<tr>
<td>ENGL 495</td>
<td>Internship</td>
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<tr>
<td>ENGL 497</td>
<td>Special Topics</td>
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</tbody>
</table>

Academic Advising

The objectives of the university’s academic advising program are to help advisees identify and achieve their academic goals, to promote their intellectual discovery, and to encourage students to take advantage of both in- and out-of- class educational opportunities in order that they become self-directed learners and decision makers.

Both advisers and advisees share responsibility for making the advising relationship succeed. By encouraging their advisees to become engaged in their education, to meet their educational goals, and to develop the habit of learning, advisers assume a significant educational role. The advisee’s unit of enrollment will provide each advisee with a primary academic adviser, the information needed to plan the chosen program of study, and referrals to other specialized resources.

READ SENATE POLICY 32:00: ADVISING POLICY (http://senate.psu.edu/policies-and-rules-for-undergraduate-students/32-00-advising-policy)

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