ORGANIZATIONAL AND PROFESSIONAL COMMUNICATION, B.A.

Begin Campus: World Campus
End Campus: World Campus

Program Description
A Bachelor of Arts in Organizational and Professional Communication provides increased understanding and practice in how people communicate to influence others and shape the world around them. Modern society requires effective communication in professional, personal, social, and multicultural settings. The flexibility of the program offers preparation for a variety of careers, such as law, business, communication, health, administration, social services, and human relations. The bachelor of arts program will facilitate students’ learning of effective oral and written communication, specifically helping students to understand and generate professional texts in a variety of genres.

What is Organizational and Professional Communication?
This program prepares its students to:

• Apply and critique communication concepts and principles to a variety of organizational contexts
• Apply qualitative research methods to organizational and professional contexts
• Demonstrate logical, critical, creative, and ethical thinking about communication
• Generate communication appropriate to audience, purpose, and context
• Synthesize and assimilate information and for communication analysis and practice
• Engage diverse communities and function as a member of society

You Might Like This Program If...
You are a working professional seeking an applied learning experience that cannot only help you advance your career, but also empower you to make critical contributions toward improved organizational practices at work, in society, and beyond.

Entrance to Major
In order to be eligible for entrance to this major, a student must:

1. attain at least a C (2.00) cumulative grade-point average for all courses taken at the University; and
2. have third-semester classification (http://www.registrar.psu.edu/registration/semester_classification.cfm).

READ SENATE POLICY 37-30: ENTRANCE TO AND CHANGES IN MAJOR PROGRAMS OF STUDY (http://senate.psu.edu/policies-and-rules-for-undergraduate-students/37-00-entrance-to-a-college-or-major)

Degree Requirements
For the Bachelor of Arts degree in Organizational and Professional Communication, a minimum of 120 credits is required:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Education</td>
<td>45</td>
</tr>
<tr>
<td>Electives</td>
<td>15</td>
</tr>
<tr>
<td>Bachelor of Arts Degree Requirements</td>
<td>24</td>
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<tr>
<td>Requirements for the Major</td>
<td>45</td>
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</tbody>
</table>

9 of the 45 credits for General Education are included in the Requirements for the Major. This includes: 3 credits of GH; 6 credits of GS courses.

General Education
Connecting career and curiosity, the General Education curriculum provides the opportunity for students to acquire transferable skills necessary to be successful in the future and to thrive while living in interconnected contexts. General Education aids students in developing intellectual curiosity, a strengthened ability to think, and a deeper sense of aesthetic appreciation. These are requirements for all baccalaureate students and are often partially incorporated into the requirements of a program. For additional information, see the General Education Requirements (http://bulletins.psu.edu/undergraduate/general-education/baccalaureate-degree-general-education-program) section of the Bulletin and consult your academic adviser.

The keystone symbol appears next to the title of any course that is designated as a General Education course. Program requirements may also satisfy General Education requirements and vary for each program.

Foundations (grade of C or better is required.)
- Quantification (GQ): 6 credits
- Writing and Speaking (GWS): 9 credits

Knowledge Domains
- Arts (GA): 6 credits
- Health and Wellness (GHW): 3 credits
- Humanities (GH): 6 credits
- Social and Behavioral Sciences (GS): 6 credits
- Natural Sciences (GN): 9 credits

Integrative Studies (may also complete a Knowledge Domain requirement)
- Inter-Domain or Approved Linked Courses: 6 credits

University Degree Requirements
First Year Engagement
All students enrolled in a college or the Division of Undergraduate Studies at University Park, and the World Campus are required to take 1 to 3 credits of the First-Year Seminar, as specified by their college First-Year Engagement Plan.

Other Penn State colleges and campuses may require the First-Year Seminar; colleges and campuses that do not require a First-Year Seminar provide students with a first-year engagement experience.

First-year baccalaureate students entering Penn State should consult their academic adviser for these requirements.
Cultures Requirement
6 credits are required and may satisfy other requirements
- United States Cultures: 3 credits
- International Cultures: 3 credits

Writing Across the Curriculum
3 credits required from the college of graduation and likely prescribed as part of major requirements.

Total Minimum Credits
A minimum of 120 degree credits must be earned for a baccalaureate degree. The requirements for some programs may exceed 120 credits. Students should consult with their college or department adviser for information on specific credit requirements.

Quality of Work
Candidates must complete the degree requirements for their major and earn at least a 2.00 grade-point average for all courses completed within their degree program.

Limitations on Source and Time for Credit Acquisition
The college dean or campus chancellor and program faculty may require up to 24 credits of course work in the major to be taken at the location or in the college or program where the degree is earned. Credit used toward degree programs may need to be earned from a particular source or within time constraints (see Senate Policy 83-80). For more information, check the Suggested Academic Plan for your intended program.

B.A. Degree Requirements

Foreign Language (0-12 credits): Student must attain 12th credit level of proficiency in one foreign language. See the Placement Policy for Penn State Foreign Language Courses. Students should consult with their college or department adviser for information on specific credit requirements.

B.A. Fields (9 credits): Humanities, Social and Behavioral Sciences, Arts, Foreign Languages, Natural Sciences, Quantification (may not be taken in the area of the student’s primary major; foreign language credits in this category must be in a second foreign language or beyond the 12th credit level of proficiency in the first language)

Other Cultures (0-3 credits): Select 3 credits from approved list. Students may count courses in this category in order to meet other major, minor, elective, or General Education requirements, except for the General Education US/IL requirement.

Requirements for the Major
A grade of C or better is required for all courses in the major. To graduate, a student enrolled in the major must earn at least a C grade in each course designated by the major as a C-required course, as specified by Senate Policy 82-44. Students should consult with their college or department adviser for information on specific credit requirements.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CAS 204</td>
<td>Communication Research Methods</td>
<td>3</td>
</tr>
<tr>
<td>CAS 301</td>
<td>Rhetorical Theory</td>
<td>3</td>
</tr>
<tr>
<td>CAS 303</td>
<td>Communication Theory</td>
<td>3</td>
</tr>
<tr>
<td>CAS 390</td>
<td>Qualitative Research Methods</td>
<td>3</td>
</tr>
<tr>
<td>CAS 426W</td>
<td>Communication Ethics</td>
<td>3</td>
</tr>
<tr>
<td>CAS 496</td>
<td>Independent Studies</td>
<td>3</td>
</tr>
<tr>
<td>LA 201</td>
<td>Experiential Learning Portfolio</td>
<td>3</td>
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</tbody>
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Additional Courses

Select one course in speaking and argumentation from:

- CAS 212 Professional Public Speaking
- CAS 215 Argumentation
- CAS 252 Business and Professional Communication
- CAS 340 Communication and Civility

Select one course in interpersonal communication or conflict management from:

- CAS 203 Interpersonal Communication
- CAS 271N Intercultural Communication
- CAS 302 Social Influence
- CAS 352 Organizational Communication

Select one course in written communication from:

- ENGL 418 Advanced Technical Writing and Editing
- ENGL 419 Advanced Business Writing
- ENGL 420 Writing for the Web
- ENGL 480 Communication Design for Writers

Supporting Courses and Related Areas

Select 15 credits from the following courses; at least 9 credits must be at the 400-level.

- CAS 203 Interpersonal Communication
- CAS 212 Professional Public Speaking
- CAS 215 Argumentation
- CAS 252 Business and Professional Communication
- CAS 271N Intercultural Communication
- CAS 302 Social Influence
- CAS 340 Communication and Civility
- CAS 352 Organizational Communication
- CAS 404 Conflict Resolution and Negotiation
- CAS 452 Organizational Communication Theory and Research
- CAS 455 Gender Roles in Communication
- CAS 475 Studies in Public Address
- COMM 428A Principles of Strategic Communications
- ENGL 418 Advanced Technical Writing and Editing
- ENGL 419 Advanced Business Writing
- ENGL 420 Writing for the Web
- ENGL 480 Communication Design for Writers
- LER/OLEAD 464 Communication Skills for Leaders in Groups and Organizations
- LER/OLEAD 465 Collective Decision Making
- OLEAD 410 Leadership in a Global Context

1 A student may only apply up to 6 credits of CAS 496 in Requirements for the Major.
Learning Outcomes

Upon completion of the Organizational and Professional Communication program, students will be able to:

• Describe the significance of communication in everyday experience and as a distinctive intellectual paradigm;
• Apply, critique, and extend communication concepts, principles, theories, and perspectives to a variety of organizational contexts;
• Plan communication inquiry, including humanistic or social scientific approaches;
• Apply qualitative research methods to organizational and professional contexts;
• Demonstrate logical, critical, creative, and ethical thinking about communication for decision-making and problem-solving;
• Generate and perform messages appropriate to their audience, purpose, and context;
• Locate, synthesize, and assimilate new information from a variety of sources and use it to inform communication analysis and practice within organizations;
• Engage diverse communities, both local and global, and function as a member of a deliberative society;
• Write professional texts in a variety of genres using appropriate conventions;
• Reflect on professional experience and situate that experience within college-level learning.

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)

University Park and World Campus

Undergraduate Academic Advising

University Park

301 Outreach Building

University Park, PA 16802

814-863-3283

advising@outreach.psu.edu

World Campus

DEPARTMENT OF COMMUNICATION ARTS & SCIENCES

234 Sparks Building

University Park, PA 16802

814-865-3461

amw306@psu.edu

https://www.worldcampus.psu.edu/degrees-and-certificates/penn-state-online-organizational-and-professional-communication-bachelors-degree/overview

Career Paths

Careers

The flexibility of the Bachelor of Science in Organizational and Professional Communication program offers preparation for a variety of careers, including law, business, communication, health, administration, social services, and human relations.

Opportunities for Graduate Studies

The flexibility of the Bachelor of Science in Organizational and Professional Communication program offers preparation for graduate studies in a variety of fields, including law, business, communication, health, administration, social services, and human relations.

Contact

University Park

DEPARTMENT OF COMMUNICATION ARTS AND SCIENCES

234 Sparks Building

University Park, PA 16802

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http://cas.la.psu.edu/people/amw306

World Campus

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2 A student may not use a course as both an Additional course and as a Supporting course.