

## English

**309-3 Technical Writing & Document Design. (3-0-WI)** Process of developing technical information, including researching, drafting, editing, revising, and designing technical reports, proposals, manuals, job application documents and professional correspondence for specific audiences, using word processing and graphic applications. Course fee \$10. Prerequisite Course(s): ENGL 111: Introduction to College Composition and ENGL 112: College Composition and Research

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In course descriptions, the digit following the course number is the number of semester credit hours. For example, ENGL 111-3 is a freshman level course worth 3 semester hours of credit. The numbers in parentheses following the course number (for example, 3-2) indicate the number of clock hours per week devoted to theory and practice, respectively. (WI) indicates that sections of this course will be offered as writing intensive.