

# Professional Communication Minor

This checklist is based on the current Academic Catalog and is subject to change. Students should meet with their academic advisor each semester and use Degree Works to monitor their individual progress toward completion of the minor.

Students must meet with their minor advisor to identify an appropriate course sequence based on their interests and the course options offered. Prerequisites for 300/400-level courses may be waived at the discretion of the department chair in consultation with the minor advisor and course instructor. Students should complete the foundational requirements prior to taking their elective courses for the minor.

Communication Studies majors may cross count a MAXIMUM of 6 credits in both the major and Professional Communication Minor.

## Curriculum Checklist

### REQUIRED FOUNDATIONAL COURSES

Complete ONE of the following courses:

- \_\_\_ COMM 100: Introduction to Communication
- \_\_\_ COMM 101: Public Speaking
- \_\_\_ COMM 102: Interpersonal Communication
- \_\_\_ COMM 103: Small Group Communication

Complete ONE the following courses\*:

- \_\_\_ COMM 208: Communication Research Methods
- \_\_\_ COMM 209: Rhetorical Criticism

\*This course requirement can be waived if the student has taken an equivalent research methods course in another department. If waived, an additional elective from the list below must be chosen. The equivalent course must be approved by the minor advisor.

Complete ONE of the following courses\*\*:

- \_\_\_ COMM 320: Organizational Communication
- \_\_\_ COMM 324: Business and Professional Communication

\*\* the course not chosen can be taken as an elective.

### ELECTIVES

Nine hours (three courses) selected from the list below. At least one elective must be a 400-level course.

- \_\_\_ COMM 313: Conflict Management
- \_\_\_ COMM 320: Organizational Communication (if not taken as the foundational course)
- \_\_\_ COMM 323: Computer Applications for Professional Communicators
- \_\_\_ COMM 324: Business and Professional Communication (if not taken as the foundational course)
- \_\_\_ COMM 330: Persuasion
- \_\_\_ COMM 332: Argumentation and Advocacy
- \_\_\_ COMM 421: Leadership and Team Building
- \_\_\_ COMM 422: Event Planning
- \_\_\_ COMM 423: Interviewing
- \_\_\_ COMM 432: Crisis Communication
- \_\_\_ COMM 492: Special Topics in Organizational Communication

**Total Credits Required for the Minor (18 Credits)**

### Campus Locations

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|-------------------|---|
| <b>Bloomsburg</b> | <input type="checkbox"/> Online; <input checked="" type="checkbox"/> In-person; <input checked="" type="checkbox"/> Blended |
| <b>Lock Haven</b> | <input type="checkbox"/> Online; <input checked="" type="checkbox"/> In-person; <input checked="" type="checkbox"/> Blended |
| <b>Mansfield</b>  | <input type="checkbox"/> Online, <input type="checkbox"/> In-person; <input type="checkbox"/> Blended                       |
| <b>Clearfield</b> | <input type="checkbox"/> Online; <input type="checkbox"/> In-person; <input type="checkbox"/> Blended                       |