

The Ohio State University College of Arts and Sciences
Department of English and Center for the Study and Teaching of Writing
Technical Communication Certificate – Type 1a, 1b, and 2 (TCHCM1A-CR, TCHCM1B-CR, and TCHCM2-CR)

Faculty Program Advisor:

Dr. Susan Lang
Professor, Department of English and Director,
Center for the Study and Teaching of Writing
108 Bricker Hall, lang.543@osu.edu

The purpose of the certificate is to train students to become technical communicators – practitioners with the skills and knowledge to apply the Society for Technical Communication's nine core competencies to technical communication projects. Students will expand their writing and editing skills as they learn to plan and manage technical projects and work in teams while developing user profiles for those projects; determine which technical genres are appropriate for each project and how to construct those genres to best represent the information experience for users; design theoretically informed visuals to enhance the user experience; manage technical content across platforms; and acquire techniques for testing technical artifacts before public dissemination. Throughout this coursework, students will consider the roles, interests, and perspectives of diverse stakeholders and understand how to create ethical technical artifacts.

Required prerequisites: (1 course; 3 CH)

ENGLISH 1110.xx(H) (3)

-OR-

Any GE Foundation: Writing and Information
Literacy course (3)

Note: Students who completed an equivalent first-year writing course at another institution should consult the program advisor for evaluation of transfer credit or prior learning.

Required courses: (4 courses; 12 CH)

1. CSTW 3002: Project Planning and Analysis for Technical Projects (3)
2. CSTW 3003: Introduction to Developing and Managing Technical Content (3)
3. ENGLISH 3305: Technical Writing (3)
4. ENGLISH 3306: Reviewing, Editing, and Testing Technical Documents (3)

Technical Communication Certificate Guidelines

Credit hours required: A minimum of 12 CH.

Overlap with the courses in degree:

- The certificate must be in a different subject than the major.
- Max 100% overlap with courses in a major, minor, other certificate, or GE.

Grades required:

- Minimum C- for a course to be counted on the certificate.
- Minimum 2.00 cumulative GPA for all certificate course work.

X193 credits: Not permitted.

Declaring the certificate

Students should see their assigned academic advisor or program administrator to declare the certificate prior to the filing of the certificate completion paperwork and/or graduation application. Students do not need the approval of the Center for the Study and Teaching of Writing to declare the certificate.

Approval of coursework

Approval of the certificate coursework

Students who complete the certificate following the guidelines on this sheet need only verify with their academic advisor and/or program administrator that the certificate appears complete on the degree auditing system. No approval from the Center for the Study and Teaching of Writing is required.

Approval for courses not listed on this form to apply to the certificate program:

To apply courses not listed on this sheet toward the Technical Communication certificate, the coursework must be approved by the Center for the Study and Teaching of Writing. Please email Dr. Susan Lang.543 to request approval.

College of Arts and Sciences
Curriculum and Assessment Services
306 Dulles Hall, 230 Annie & John Glenn Ave
<http://artsandsciences.osu.edu>

Approved CAA 06-11-2026