PROFESSIONAL CERTIFICATE IN TECHNICAL COMMUNICATION

What kinds of jobs can the Professional Certificate in Technical Communication prepare me for?
The biggest employers of technical writers are software publishers and computer systems designers, who provide manuals and other instructions for users. Administrative staff in business and government use technical writing techniques to document procedures: IT workers, database managers, programmers, help desk employees, human resources analysts – all need technical writing skills.

Can I enter the program at any time?
Yes. You may begin at the start of any quarter. Classes are offered year-round.

Do I need to pay for the program up front?
No. This is a “pay as you go” program; you pay for each course individually when you enroll.

What is the approximate cost to complete this program?
The estimated cost to complete this program is $3,270, which does not include textbooks or materials.

How long will it take to earn this certificate?
Most students are able to complete the program within 1 year.

Are your classes offered online?
Yes, all classes in this program are presented online.

How do online courses work, and how do I know if my computer has the capabilities needed to complete an online course?
UCR Extension uses the Moodle Online Learning System. Courses are scheduled with a start and end date; however, you may access the course content 24/7. Assignments, discussion forums, homework and exams are completed online.

Do you provide job placement?
No, however, you will have the opportunity to network with fellow students and instructors during the course of your studies, which can provide you with valuable employment leads.

Where can I find more information?
Contact the Program Assistant, Tanya Meza, at (951) 827-1723 or bet@ucx.ucr.edu.