



# Technical Communication and Industry Certificate - Mastery Level Certificate

## Continuing Education

**Non-credit  
Online (160 hours)**

**Contact:**

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### Program Description

Start earning your TCIC Certificate today! This comprehensive program allows you to work at your own pace, take online quizzes to test what you are learning and to submit assignments for instructor review. You will focus on performing audience analyses, determining the purpose and structure for technical documents, utilizing visual and document design, and managing complex documentation projects. No prerequisites are required however those with industry experience should excel in this rigorous course of Certificate-Based study. Letter grades will be provided upon request at the end of the course or utilize the pass/fail option.

### Admission Requirements

Basic computer skills  
Access to a computer with Internet access  
Self discipline to complete the program

### Curriculum

The Technical Communication Industry Certificate - Mastery Level is delivered in three unique sections with each containing content-specific modules.

- Modules 1 - 3: Technical Writing in the Workplace
- Modules 4 - 6: Information and Document Design
- Modules 7 - 9: Quality Management

- Each section utilizes a companion textbook that is closely identified with the course objectives.
- You will be given articles and Websites that provide supplemental information to the subject area.
- You can choose from available assignments.
- The principles of effective technical communication are continuously enforced throughout each section.

### Program Fees

Tuition & Fees	\$1,599
Books	\$250
Other fees	<u>Certification fee</u> \$40
<b>Total</b>	<b>\$1,889</b>

### Career Potential

Opportunities are best for technical communicators with training in a specialized fields. Demand for technical writers and writers with expertise in areas such as law, industry, medicine, or economics is expected to increase because of the continuing expansion of information and the need to communicate it to others. Legal, scientific, and technological developments and discoveries generate demand for people to interpret technical information for a more general audience. Rapid growth and change in the high-technology and electronics industries result in a greater need for people to write users' guides, instruction manuals, and training materials. This work requires people who not only are technically skilled as writers, familiar with the subject area and able to manage complex documentation Data from www.bls.gov