

BUSINESS COMMUNICATIONS (BCOM)

BCOM 3350 Business Communications 3 Credits

Department: College of Business

Emphasis on practical applications of business writing and speaking scenarios. Course covers how to write memos, letters, resumes, analytical reports, and how to give a professional oral presentation.

Restriction(s):

Students with a class of Freshman or Sophomore may **not** enroll.

Grade Mode(s): Standard Letter, Registrar do not use FN, Registrar do not use FS