BCOM 3311 - Business Communication

BCOM 3311 Business Communication (3 semester credit hours) Introduction to various types of professional communication, with an emphasis on business writing. Students will gain experience writing and revising business email, letters, proposals, and job search documents. Students will work both individually and in teams and will exit the course with a clear understanding of the centrality of communication in business. Not eligible for audit. Credit cannot be received for both BCOM 3310 and BCOM M 3311. This course will retain core notation for a transition period - see http://go.utdallas.edu/core-curriculum-transition. Please consult advisors for more detailed information. Prerequisites: RHET 1302 and (ACCT 3100 or BA 3100 or FIN 3100 or IMS 3100 or MKT 3100 or MIS 3100 or OPRE 3100). (3-0) S