PROFESSIONAL WRITING & COMMUNICATION (HBA)

Institute of Communication, Culture, Information and Technology

Writers in the digital age produce the content that feeds the world. Professional Writing and Communication (PWC) graduates are critical thinkers and flexible, reflective writers and editors who apply their knowledge of rhetoric and language across a range of academic disciplines and professional practices. Students examine the way written and oral communication work in professional, academic, artistic, personal and public settings.

Program courses emphasize the multicultural, multi-modal and team-oriented character of professional writing practice. Workshop-style classes give PWC students experience with creative nonfiction, cross-cultural communications, and research-based writing in science, finance, environmental studies and journalistic investigation.

MAKE THE MOST OF YOUR TIME AT UTM!

We want to help you maximize your university experience, so we’ve pulled together information and interesting suggestions to get you started, although there are many more! As you review the chart on the inside pages, note that many of the suggestions need not be restricted to the year they are mentioned. In fact, activities such as joining an academic society, engaging with faculty and seeking opportunities to gain experience should occur in each year of your study at UTM. Read through the chart and create your own plan using My Program Plan found at www.utm.utoronto.ca/program-plans

Programs of Study (POST)

- Major Program ERMAJ1302 Professional Writing and Communication (Arts)
- Minor Program ERMIN1302 Professional Writing and Communication (Arts)

Check out...

Discover the building blocks of an editor’s skills in WRI365Y5. You will learn the principles of editing and the editorial process as it applies to many forms of media. Have you ever dreamed of publishing your own book? Consider WRI420H5 Making a Book. You will learn the principles, procedures and practices in book publishing and by the end of the course, you will be a published author!

What can I do with my degree?

The career you choose will depend on your experience and interests. Visit the Career Centre to explore your career options.

Careers for graduates: Communications specialist; Technical writer; Editorial assistant; Science writer; Script writer; Sports editor; Promotion specialist; Media relations officer; Technical writer; Speech writer; Author; Social media community manager; Medical writer; Creative writer; Public relations; Web copy analyst; Advertising; Government; Not-for-profit Sector, Journalist; Copywriter.

Workplaces: Entertainment; Computer and IT; Communications; Medical/Healthcare; Research; Travel; Environment; Customer experience; Biotechnology; Advertising; Policy.
HOW TO USE THIS PROGRAM PLAN
Read through each year. Investigate what appeals to you here and in any other Program Plans that apply to you.
Visit www.utm.utoronto.ca/program-plans to create your own plan using My Program Plan. Update your plan yearly.

1ST YEAR
Enrol in courses CCT109H5, 110H5 and WRI173H5. Choose a program of study (Subject POS) once you complete 4.0 credits. Use the Degree Explorer and the Academic Calendar to plan your degree.
Develop foundational academic skills and strategies by enrolling in an Academic Support course. Build community and gain academic support through LAUNCH.

2ND YEAR
Enrol in WRI273H5 or WRI292H5 or WRI293H5. Attain 0.5 credit from any 200 level WRI course throughout your undergraduate degree.
• use the Degree Explorer to ensure you complete your degree and program requirements.
• see the Office of the Registrar and the ICCIT Undergraduate Program Coordinator.

3RD YEAR
For third year and higher, attain 5.5 credits of 300/400 level WRI courses, including the options of CCT417H5 or CCT454H5.
Interested in producing a substantial body of writing at a high professional standard? Speak to the ICCIT Undergraduate Program Coordinator about Independent Study courses WRI390H5 and WRI395H5.
Explore your interests. Interested in current events and raising student awareness of key issues? Write for The Medium — the source of news for UTM students.
Attend an ICCIT Internship Information Sessions and learn more about internships. Check your email for details.

4TH OR FINAL YEAR
Ensure you have attained at least 0.5 credit at the 400 level from a WRI course. Review Degree Explorer to ensure program requirements are met. Talk with the ICCIT Undergraduate Program Coordinator.
Do you want to publish a book? Apply for WRI420H5 to collect material, design, edit, typeset, print and assemble books. Speak to the ICCIT Undergraduate Program Coordinator for details.

PLAN YOUR ACADEMICS*

BUILD SKILLS
Use the Co-Curricular Record (CCR). Search for opportunities beyond the classroom, and keep track of your accomplishments.
Attend the Get Hired Fair through the Career Centre (CC) to learn about on- and off-campus opportunities.
Attend the Experiential Education Fair.

BUILD A NETWORK
Networking simply means talking to people and developing relationships with them. Start by joining the ICCIT Council and attend the annual Meet the Pros event. Follow the department @iccitutm.
Visit the UTM Library Reference Desk.

BUILD A GLOBAL MINDSET
Engage with the many programs offered by the International Education Centre (IEC), whether you are an international or domestic student. Consider joining the Canada Eh? day trips or English Language Conversation Circles to deepen your global mindset.
First-year international students can also take advantage of THRIVEW, a one-day conference dedicated to helping you start your UTM journey successfully.

PLAN FOR YOUR FUTURE
Attend the Program Selection & Career Options workshop offered by the Office of the Registrar and the CC.
Check out Careers by Major at the CC to see potential career options.

*Consult the Academic Calendar for greater detail on course requirements, program notes and degree requirements.

HOW TO USE THIS PROGRAM PLAN
Read through each year. Investigate what appeals to you here and in any other Program Plans that apply to you.
Visit www.utm.utoronto.ca/program-plans to create your own plan using My Program Plan. Update your plan yearly.

1ST YEAR
Enrol in courses CCT109H5, 110H5 and WRI173H5. Choose a program of study (Subject POS) once you complete 4.0 credits. Use the Degree Explorer and the Academic Calendar to plan your degree.
Develop foundational academic skills and strategies by enrolling in an Academic Support course. Build community and gain academic support through LAUNCH.

2ND YEAR
Enrol in WRI273H5 or WRI292H5 or WRI293H5. Attain 0.5 credit from any 200 level WRI course throughout your undergraduate degree.
• use the Degree Explorer to ensure you complete your degree and program requirements.
• see the Office of the Registrar and the ICCIT Undergraduate Program Coordinator.

3RD YEAR
For third year and higher, attain 5.5 credits of 300/400 level WRI courses, including the options of CCT417H5 or CCT454H5.
Interested in producing a substantial body of writing at a high professional standard? Speak to the ICCIT Undergraduate Program Coordinator about Independent Study courses WRI390H5 and WRI395H5.
Explore your interests. Interested in current events and raising student awareness of key issues? Write for The Medium — the source of news for UTM students.
Attend an ICCIT Internship Information Sessions and learn more about internships. Check your email for details.

4TH OR FINAL YEAR
Ensure you have attained at least 0.5 credit at the 400 level from a WRI course. Review Degree Explorer to ensure program requirements are met. Talk with the ICCIT Undergraduate Program Coordinator.
Do you want to publish a book? Apply for WRI420H5 to collect material, design, edit, typeset, print and assemble books. Speak to the ICCIT Undergraduate Program Coordinator for details.

PLAN YOUR ACADEMICS*

BUILD SKILLS
Use the Co-Curricular Record (CCR). Search for opportunities beyond the classroom, and keep track of your accomplishments.
Attend the Get Hired Fair through the Career Centre (CC) to learn about on- and off-campus opportunities.
Attend the Experiential Education Fair.

BUILD A NETWORK
Networking simply means talking to people and developing relationships with them. Start by joining the ICCIT Council and attend the annual Meet the Pros event. Follow the department @iccitutm.
Visit the UTM Library Reference Desk.

BUILD A GLOBAL MINDSET
Engage with the many programs offered by the International Education Centre (IEC), whether you are an international or domestic student. Consider joining the Canada Eh? day trips or English Language Conversation Circles to deepen your global mindset.
First-year international students can also take advantage of THRIVEW, a one-day conference dedicated to helping you start your UTM journey successfully.

PLAN FOR YOUR FUTURE
Attend the Program Selection & Career Options workshop offered by the Office of the Registrar and the CC.
Check out Careers by Major at the CC to see potential career options.

*Consult the Academic Calendar for greater detail on course requirements, program notes and degree requirements.
Skills developed in Professional Writing & Communication

To be competitive in the job market, it is essential that you can explain your skills to an employer. Visit the Career Centre to learn how to articulate and market the following skills:

**Communication:** communicate clearly and effectively for a broad range of purposes and audiences including technical copy, business writing, marketing copy, speeches, proposals and presentations, as well as present persuasive arguments.

**Technical:** textual analysis and interpretation, as well as editing.

**Research:** gather and evaluate information, sources, ideas and research; conduct intense primary and secondary research; and conduct and clearly explain research results.

**Organization & time management:** organize ideas, information, materials, and people, as well as deadline oriented.

Get involved

Check out the 100+ student organizations on campus. Here are a few:

- ICCIT Council
- The Medium
- Inking Writers Circle
- Varsity Publications Inc.

For a full listing of clubs on campus visit the Student Groups and Societies Directory

| Institute of Communication, Culture, Information and Technology |
| CCT Building, 3rd Floor |
| University of Toronto Mississauga |
| 3359 Mississauga Rd |
| Mississauga ON Canada L5L 1C6 |
| 905-569-4398 |
| iccit.advising@utoronto.ca |
| www.utm.utoronto.ca/iccit |

**Services that support you**

- Accessibility Services (AS)
- Career Centre (CC)
- Centre for Student Engagement (CSE)
- Equity, Diversity & Inclusion Office (EDIO)
- Experiential Education Unit (EEU)
- Health & Counselling Centre (HCC)
- Indigenous Centre (IC)
- International Education Centre (IEC)
- Office of the Registrar (OR)
- Recreation, Athletics and Wellness Centre (RAWC)
- Robert Gillespie Academic Skills Centre (RGASC)
- UTM Library, Hazel McCallion Academic Learning Centre (HMALC)

**Future Students**

**Admission to UTM**

All program areas require an Ontario Secondary School Diploma, or equivalent, with six Grade 12 U/M courses, or equivalent, including English. The admission average is calculated with English plus the next best five courses. The approximate average required for admission is mid- to high-70s. More information is available at utm.utoronto.ca/viewbook.

**NOTE:** During the application process, applicants will select the Communication, Culture, Information + Technology admissions category but will not officially be admitted to a formal program of study (Specialist, Major, and/or Minor) until after first year.

**Sneak Peek**

Express yourself! In WRI173H5, you will learn the theory and practice of an expressive narrative, the most basic prose mode and the foundation for other prose modes.

PWC faculty members help students organize and participate in publishing and reading events within the University, including Mindwaves, the official journal of the PWC program; book launches for PWC course collections or student publications; and evening readings of student work. Faculty also help students get involved in the writing, publishing, journalism and broadcast world.

Cool research areas you can get involved in are: Health and science writing, expressive pedagogies that contribute to the shaping of analytical mindsets, political economy of communication and social media.

**Student Recruitment & Admissions**

Innovation Complex, Room 1270
University of Toronto Mississauga
3359 Mississauga Rd
Mississauga ON Canada L5L 1C6
905-828-5400
www.utm.utoronto.ca/future-students