

LCTR 140 Professional Writing

LCTR 140 PROFESSIONAL WRITING

This self-paced course provides instruction and practice for writing in various professional capacities. From planning business documents to letters, proposals, and memos, this course helps individuals become more professional in their written communication. *Letter Grade Only. Degree Credit.*

Units: 2

Hours/semester: 96-108 Lab

Recommended: Eligibility for ENGL 100.

Transfer Credit: CSU

