



CERTIFICATES

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Communication | 12 credits

Develop strong written and verbal communication skills, essential to success in a wide range of industries. Learn the fundamentals of effective presentations, accurate technical documentation and the writing process (research, planning, organizing and editing).

Communication – Verbal Emphasis | 9 credits

Interpersonal communication is a crucial skill in most industries, whether you're giving a presentation, participating in a meeting, or working face-to-face with patients, clients or customers. Learn and practice techniques to become a better speaker in both the workplace and daily life.

Communication – Writing Emphasis | 9 credits

Learn the art of effective writing to convey your thoughts clearly – an essential skill in many industries. Refine all aspects of the writing process, from research and planning to organizing and editing. These skills are often used in writing reports, completing documentation and handling day-to-day correspondence in the workplace.

