

BUSAD 2300 Business Communication

3 hours

Majors, Minors & Degrees:

Majors

Accounting (B.A., B.S.)
Business Administration (B.A., B.S.)
Digital Marketing (B.A., B.S.)
Economics (B.A., B.S.)
Financial Planning (B.A., B.S.)
International Business (B.A.)
Project Management (B.A., B.S.)
Sport Management (B.S.)

Majors (Adult)

Business Administration (B.S)

Minors

Writing

Departments/Programs:

Business, Accounting and Economics (Undergraduate)

This course will review the basics of effective oral and written communication and apply these basics to business writing and presentations. A variety of individual and collaborative projects, including memos, letters, and reports, will emphasize the process of drafting, revising, and editing business communications.

Prerequisite(s): Business Administration, Accounting, Economics, International Business, or Sport Management major.