

TRU Open Learning Course Registration

1

Go to: tru.ca/distance/courses.

Search for courses by the course name, code, keywords or browse courses by subject.

Open Learning Courses and Registration

Take an Open Learning course and learn online, at your own pace. Our flexible courses allow you to work, play and learn on your own schedule.

Search courses by keyword(s):

Examples: calculus, literature, anatomy



2

Click on the desired course title to view the course description page.

Here you will find:

- Course outcomes/topics.
- [Delivery format](#).
- Required text/material information.
- Assessment breakdown.

Open Learning

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Transfer Credit Pathways

PLAR: Credit for Life Learning

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CMNS 1291: Introduction to Professional Writing

Students study the theories and practice of professional organizational communication, learning the importance of effective communication to meeting goals, developing and maintaining relationships and the overall facilitation of work. Students develop skills in evaluating communication scenarios, designing communication strategies that meet goals and audience need, including requests, information sharing and persuasion. In addition, students learn to employ writing techniques and editorial skills relevant to professional communication contexts.

Learning outcomes

Add to cart

3

Ready to Register?

Click "Add to Cart".



4

Select the delivery method, your residency, and shipping location.

X

CMNS 1291 Estimated Costs

Choose delivery method: Print, self-paced Online, self-paced

Choose residency status: Canadian residing in BC/Yukon Choose shipping location: Within Canada

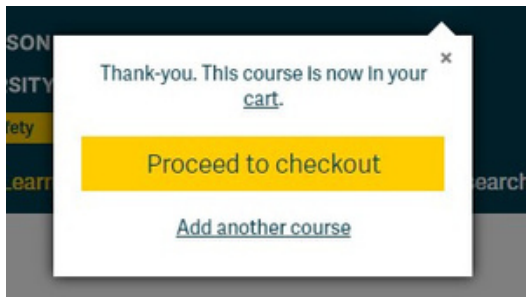
Tuition and course fees:	\$487.27	Your estimated cost:	\$571.80 CAD
<small>Includes tuition, administration, technology and other related fees.</small>			
Required material fees:	\$63.53		
Shipping and handling fees:	\$21.00	Confirm adding to cart	

NOTE: Values shown are estimates and may differ from actual costs. Currency shown in Canadian dollars.

Please note, print courses require little internet access and students will not be enrolled in Moodle. Courses with physical materials are provided in both online and print formats.

Click "Confirm Adding to Cart".

5



A box will appear near the top of browser.

Click "Proceed to Checkout".

6

If you are sourcing the textbook yourself, you can unselect the blue checkbox.



This is the course in your cart:

<p>CMNS 1291 Intro to Professional Writing (Online)</p> <p>Show/hide description</p> <p>Course Materials: <small>This course requires the below materials in order to be successful. If the material checkbox below is not greyed out you may be able to source this material elsewhere. Please ensure that you are able to obtain the item before unselecting and proceeding. It is very important that you ensure you have the correct edition of the item when sourcing elsewhere.</small></p> <table border="0"> <tr> <td><input checked="" type="checkbox"/> (CUST.REPR.) COMMUNICATING FOR RESULTS 4e (2017) (103617)</td> <td style="text-align: right;">\$63.53</td> </tr> <tr> <td>Subtotal:</td> <td style="text-align: right;">\$63.53</td> </tr> </table> <p>Remove course</p>	<input checked="" type="checkbox"/> (CUST.REPR.) COMMUNICATING FOR RESULTS 4e (2017) (103617)	\$63.53	Subtotal:	\$63.53	<p>Register</p> <p><small>Ready to register? You will need a credit card to complete your registration online.</small></p>
<input checked="" type="checkbox"/> (CUST.REPR.) COMMUNICATING FOR RESULTS 4e (2017) (103617)	\$63.53				
Subtotal:	\$63.53				

Click "Register" to continue.



7

New to TRU?

Click on "I am a new student".



Create an account.

Fill out your personal information.



Read and check the acknowledgement.

Click "Continue".

Have a TRU ID number?

Click on "I am an active or former student".



Login.

Username: TRU ID#
(T00123456)
Password



Having trouble creating an account or logging in with your TRU ID?

Call the [IT Service Desk](#) at 250.852.6800, 1-888-852-8533 or email itservicedesk@tru.ca.

8

Review Registration:

Click "proceed to payment" underneath summary of charges.

Have your credit card ready!

Click "proceed".



9

Make Payment:

Confirm that your email address is correct.

You will be emailed:

- your payment receipt.
- a welcome letter with information about your course*

*Please note, you will not receive your welcome letter email right away for courses that require approval or have a materials delay. TRU will be in touch with you within a few days of registration.

Questions?

Contact Enrolment Services at 1.800.663.9711 (Canada toll-free)
250.852.7000 (Kamloops/International) Monday to Friday, 8:00 a.m. to 4:00 p.m. or email student@tru.ca.