

Business Communication

About this capstone certification	
The Business Communication capstone certification is a comprehensive certification earned upon successful completion of the following required stackable certifications. This structure validates a candidate's skills across the core areas of the profession and demonstrates readiness for advanced roles.	
Required certification exams	Items
Exams may be completed in any order.	
Business Communication 1	35
Business Communication 2	36
Capstone certification description	
The Business Communication capstone assesses candidates' foundational skills in clear and effective communication, including listening, writing, and interpersonal abilities. Business Communication 1 focuses on core competencies needed for everyday interactions and understanding. Business Communication 2 builds upon this base—evaluating advanced skills such as creating portfolios, composing business reports or plans, and leveraging technology to enhance career communication. Both modules emphasize critical listening throughout, ensuring comprehensive preparation for professional communication roles.	