

COMPUTER INFORMATION TECHNOLOGY - MICROSOFT OFFICE™ APPLICATIONS SPECIALIST, CERTIFICATE OF ACHIEVEMENT (LEVEL I)

Course Sequence Guide

| Course | Title | Credits |
|----------------------|-------------------------------|-----------|
| Year 1 | | |
| Fall | | |
| BUS 155 | Interpersonal Communications | 3 |
| CIT 119 | Microsoft Office - Word | 3 |
| CIT 122A | Computer & Internet Basics I | 1 |
| CIT 124 | Microsoft Office - PowerPoint | 2 |
| Credits | | 9 |
| Spring | | |
| CIT 210 | Microsoft Office - Excel | 3 |
| CIT 211 | Intro to Data Analytics | 3 |
| MKT 208 | Digital Marketing | 2 |
| Credits | | 8 |
| Total Credits | | 17 |