Academic Plan - Certificate Computer Information Systems

**Catalog Year: 2019/2020**

**Total Credits:18**

The CIS certificate has been constructed to provide the prospective student with skills in a broad variety of topics. With knowledge of accounting, management, marketing, office software, databases and economics, the recipient is prepared for a wide variety of entry-level positions within many different industries.

# Select 10 - 18 Credits from the Following

1 Credits, CIS 130 - Introduction to Internet, available fall spring summer

3 Credits, CIS 115 - Introduction to Computer Information Systems, available fall spring summer

3 Credits, CIS 118 - Intro to PC Applications, available fall spring summer

3 Credits, CIS 135 - Complete PC Word Processing (software package), available fall spring summer

3 Credits, CIS 145 - Complete PC Database, available fall spring summer

3 Credits, CIS 155 - PC Spreadsheet Concepts: Excel, available fall spring summer

3 Credits, CIS 161 - Presentation Graphics I: (Software), available fall spring summer

3 Credits, CIS 202 - Automated Project Management: MS Project, available fall spring

3 Credits, CIS 220 - Fundamentals of Unix, available fall spring summer

3 Credits, CIS 240 - Database Design and Development, available fall

3 Credits, CIS 268 - Systems Analysis and Design I, available fall spring

3 Credits, CNG 124 - Networking I: Network +, available fall spring summer

3 Credits, CNG 132 - Network Security Fundamentals, available fall spring

3 Credits, CNG 211 - Windows Configuration: (OS), available fall spring

3 Credits, CSC 119 - Introduction to Programming OR CSC 116 - Programming Logic, available fall spring summer

4 Credits, CSC 154 - Visual Basic Net Programming, available

4 Credits, CSC 160 - Computer Science I: Java\*, available fall spring

# Optional - Select 3 - 8 Credits from the Following

3 Credits, BUS 115 - Introduction to Business, available fall spring summer

3 Credits, ECO 201 - Principles of Macroeconomics OR ECO 202 - Principles of Microeconomics\*, available fall spring summer

3 Credits, ECO 202 - Principles of Microeconomics: GT-SS1\*, available fall spring summer

3 Credits, MAN 216 - Small Business Management, available fall spring summer

3 Credits, MAN 226 - Principles of Management, available fall spring summer

4 Credits, ACC 121 - Accounting Principles I, available fall spring summer

4 Credits, ACC 122 - Accounting Principles II, available fall spring summer

4 Credits, MAT 125 - Survey of Calculus: GT-MA1, available fall spring summer

# Pre-Requisites, Co-Requisites, and Recommendations

ACC 122 - Accounting Principles II

Pre-Requisite: ACC 121 - Accounting Principles I

CIS 118 - Intro to PC Applications

Requirement: Students must have Windows file management skills to create file folders, rename files, delete

CIS 135 - Complete PC Word Processing (software package)

Requirement: Students must have Windows file management skills to create file folders, rename files, delete

CIS 145 - Complete PC Database

Requirement: Students must have Windows file management skills to create file folders, rename files, delete

CIS 155 - PC Spreadsheet Concepts: Excel

Pre-Requisite: Students must have Windows file management skills to create file folders, rename files, delete

CNG 132 - Network Security Fundamentals

Pre-Requisite: CNG 124 - Networking I: Network +

CSC 160 - Computer Science I: Java\*

Pre-Requisite: CSC 119 - Introduction to Programming: Java

MAT 125 - Survey of Calculus: GT-MA1

Pre-Requisite: MAT 121 - College Algebra or Higher OR IND 201 - Commercial Design II

**Notes**

# Course avaiability is subject to change.

Refer to 19/20 catalog for specific requirements and important information regarding this certificate.

Recommened courses may be listed above for certain electives; consult with the Academic Advising Office (advising@arapahoe.edu or 303.797.5664) for additional elective recommendations.

# Graduation Requirements

To graduate, students must apply for graduation (form available at www.arapahoe.edu/departments-and-programs/raduation) by the deadlilne and meet all degree requirements

# RECOMMENDED COURSE SEQUENCE FULL-TIME TRACK

## Year 1: Fall

3 Credits, CIS 118 - Intro to PC Applications

3 Credits, CIS 145 - Complete PC Database

3 Credits, CIS 202 - Automated Project Management: MS Project

3 Credits, ECO 201 - Principles of Macroeconomics OR ECO 202 - Principles of Microeconomics

## Year 1: Spring

3 Credits, CSC 119 - Introduction to Programming

3 Credits, MAN 226 - Principles of Management

# RECOMMENDED COURSE SEQUENCE PART-TIME TRACK

## Year 1: Fall

3 Credits, CIS 118 - Intro to PC Applications

3 Credits, CIS 145 - Complete PC Database

## Year 1: Spring

3 Credits, CIS 202 - Automated Project Management: MS Project

3 Credits, ECO 201 - Principles of Macroeconomics OR ECO 202 - Principles of Microeconomics

## Year 1: Summer

3 Credits, CSC 119 - Introduction to Programming

3 Credits, MAN 226 - Principles of Management