Computer Technology Basics C.C.

Curriculum Code: 0844
Effective: Fall 2020 – Summer 2025

Description

This certificate provides the basic classes for many Computer Information Technology Associate in Business degrees. Students will learn introductory concepts of computer usage in business. This certificate can be completed entirely online. Students completing this certificate may use the credits towards the Computer Support Specialist, Associate in Business Degree (0713).

Contact Information

Contact the Computer Information Technologies Program at the West Campus Building, Room M103, telephone number 517-267-6406 or Student Services West Campus, West Campus Building, Room M016, telephone number 517-267-5452.

Program of Study Required Courses

Course Code	Course Title	Credit / Billing Hours
CITF 110	Intro Computer Info Systems	3 / 3
CITF 140	Information Technology Ethics	3 / 3
CITN 120	Networking Concepts	3 / 3
CITP 110	Intro to Programming-Python	4 / 4
CITS 110	Helpdesk Support Specialist	3 / 3
CITW 150	Internet Literacy	3 / 3

Program of Study Required Courses, Limited Choice – *Select one*

Course Code	Course Title	Credit / Billing Hours
ENGL 121	Composition I	4 / 4
ENGL 124	Technical Writing	3 / 3
ENGL 127	Business Writing	3 / 3

Total Credit Hours

22-23 credits / 22-23 billing hours

Recommended Course Sequence

Semester I	Semester II
CITF 110	CITF 140
CITP 110	CITN 120
CITS 110	CITW 150
Limited Choice	