Computer Technology Basics C.C.

Career Community: Computer Technology and Networking
Curriculum Code: 0844
Effective: Fall 2023 – Summer 2028

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 of Business Degree (0713).

Milestone
Completion of CITF 110 with a 2.0 or higher is a key component for success in completing this program. Knowledge obtained in this course is the foundation for learning in other required courses. Students are encouraged to contact their faculty if they need additional assistance with learning the concepts presented in this course.

Contact Information
For further information, including career options, course substitutions and waivers, etc., 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

Minimum Total Credit Hours
22 credits / 22 billing hours

Recommended Course Sequence

Semester I
CITF 110 – Milestone course
CITP 110
CITS 110
Limited Choice

Semester II
CITF 140
CITN 120
CITW 150

LCC makes every effort to limit revisions to the pathways during their effective timeframe. However, the College reserves the right to update certificate and degree title changes, and make course changes as needed, without prior notice.