

BUSINESS DIGITAL LITERACY - CERTIFICATE OF ACCOMPLISHMENT

Plan Code: 4130

This certificate will develop students' current computer information competency skills in this short-term course.

Program Student Learning Outcomes

- Differentiate and evaluate the uses and standards of computer hardware.
- Create word processing documents, worksheets, presentations and print a deliverable.

Program Requirements

Code Number	Course Title	Units
REQUIRED COURSES		
COSA 1	Computer Information Competency	1
Total Units		1