

# BUSINESS DIGITAL LITERACY - CERTIFICATE OF ACCOMPLISHMENT

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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
<b>REQUIRED COURSES</b>		
COSA 1	Computer Information Competency	1
<b>Total Units</b>		<b>1</b>