

# TELECOMMUTING FUNDAMENTALS - CERTIFICATE OF COMPLETION

---

Plan Code: 6001

This program provides students with the fundamentals skills for effectively working remotely.

## Program Student Learning Outcomes

- Apply tools, methodologies, and etiquette to work remotely effectively.

## Program Requirements

Code Number	Course Title	Hours
<b>REQUIRED COURSES</b>		
BCOM 660	Channels of Business Communication	18
BCOM 664	Business Telecommuting Fundamentals	54
<b>Total Hours</b>		<b>72</b>