

MOS CERTIFICATION, CERTIFICATE - MOS6

Graduation Plan

Fall Start

Course	Title	Hours
First Year		
Fall Semester		
AOT 105	Keyboarding	3
AOT 133	Professional Development	3
CPT 101	Introduction to Computers	3
IST 281	Presentation Graphics	3
Hours		12
Spring Semester		
AOT 165	Information Processing Software	3
CPT 172	Microcomputer Database	3
CPT 270	Advanced Microcomputer Applications	3
CPT 274	Advanced Microcomputer Spreadsheets	3
Hours		12
Total Hours		24

Spring Start

Course	Title	Hours
First Year		
Spring Semester		
AOT 105	Keyboarding	3
AOT 133	Professional Development	3
CPT 101	Introduction to Computers	3
IST 281	Presentation Graphics	3
Hours		12
Summer Semester		
AOT 165	Information Processing Software	3
CPT 172	Microcomputer Database	3
CPT 270	Advanced Microcomputer Applications	3
CPT 274	Advanced Microcomputer Spreadsheets	3
Hours		12
Total Hours		24

Summer Start

Course	Title	Hours
First Year		
Summer Semester		
AOT 105	Keyboarding	3
AOT 133	Professional Development	3
CPT 101	Introduction to Computers	3
IST 281	Presentation Graphics	3
Hours		12

Fall Semester

AOT 165	Information Processing Software	3
CPT 172	Microcomputer Database	3
CPT 270	Advanced Microcomputer Applications	3
CPT 274	Advanced Microcomputer Spreadsheets	3
Hours		12
Total Hours		24