BUSINESS PRODUCTIVITY SOFTWARE, CERTIFICATE

The **Business Productivity Software certificate** requires 19 credits in the courses listed below.

For more information about Computer and Information Science, please visit the program page (http://www.cod.edu/cis/).

Certificate Requirements

Field of Study Code: CIS.CER.BUSPRO

Code	Title	Credits
CIS 1130	Windows Basics	2
CIS 1150	Understand Computers/Information/ Systems	3
CIS 1205	Office Ste SOFTWARE and Integration	3
CIS 1221	Data Analysis with Spreadsheets	3
CIS 1230	Database Application	3
CIS 1240	Presentation Graphics - Windows Based	2
CIS 1300	Web Design Software	3
Total Credits		**19**