MICROCOMPUTER SOFTWARE OPERATOR

CERTIFICATE
(TSI-Waived Program)

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SEMESTER I

_____	BCIS	1305	Business Computer Applications	3
_____	EDUC 1100/ PSYC 1100		Learning Framework	1
_____	ITSW	1401	Intro to Word Processing	4
_____	ITSW	1404	Intro to Spreadsheets	4
_____	ITSW	1407	Intro to Database	4
_____	ITSW	1410	Intro to Presentation Graphics Software	4

TOTAL HOURS = 20

Students taking ITSW 1401 – Intro to Word Processing must have taken POFT 1329, POFT 2301, or have previous typing experience.
Gainful employment data: https://www.panola.edu/programs/gainful_employment/microcomputer_software_operator/gedt.html

MICROCOMPUTER SUPPORT SPECIALIST

CERTIFICATE
(TSI-Waived Program)

SEMESTER I

_____	BCIS	1305	Business Computer Applications	3
_____	EDUC 1100/ PSYC 1100		Learning Framework	1
_____	ITSC	1405	Intro to PC Operating Systems	4
_____	ITSW	1401	Intro to Word Processing	4
_____	ITSW	1407	Intro to Database	4
_____	ITSW	1410	Intro to Presentation Graphics Software	4

20

SEMESTER II

_____	IMED	1416	Web Design I	4
_____	ITSC	1425	Personal Computer Hardware	4
_____	ITSW	1404	Intro to Spreadsheets	4
_____	POFI	2431	Desktop Publishing	4

16

TOTAL HOURS = 36

Students taking ITSW 1401 – Intro to Word Processing must have taken POFT 1329, POFT 2301, or have previous typing experience.
Gainful employment data: https://www.panola.edu/programs/gainful_employment/microcomputer_support_specialist/gedt.html

Click here to view career details (pay, job outlook, work environment, etc.)