
2024-25 ACADEMIC COURSES

BOS 230 : ELECTRONIC FORMS DESIGN

In this course, students will learn how to create, edit and use electronic forms. Electronic forms are less costly than paper forms, improve accuracy with data validation and acquisition, are more accessible, enhance the rate and timeliness of responses to questionnaires, and eliminate mailing costs. Students will also distribute PDF business documents, publish them to the web, and tabulate user responses. The software used for this course includes Adobe Acrobat and Microsoft Word. Level I Prerequisite: Academic Reading and Writing Levels of 6

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Description	Hours
Credits	3
Lecture Hours	45
Clinical Hours	0
Lab Hours	0
Other Hours	0
Total Hours	45

Accurate as of 04/25/2025 Information is subject to change without notice.