

2023-24 ACADEMIC COURSES

CIS 100 : INTRO COMP PRODUCTIVITY APPS

In this course, students demonstrate the ability to use productivity applications, including word processing, spreadsheet creation, and presentation production in both the traditional desktop and cloud environments. Web communication and collaboration methods, the impact of digital information in society, and the protection of digital property will also be discussed. Students enrolling in this course are expected to be familiar with web browsers, email, and basic file management skills.

Level I Prereq: Academic Reading and Writing Levels of 6

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

Accurate as of 05/30/2023 Information is subject to change without notice.