ENTRANCE/EXIT REQUIREMENTS

Entrance Advisory: ESL 5/6, COMP 9905 Intro to Windows or COMP 9245 Intro to Windows Essentials. Exit Requirements: Completion of 80% of course work, attain a passing grade of C or better, and maintain an accurate planning guide on the back of this form at all times.

COURSE MENU

Introduction to Computers & Internet (Advisory)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Days</th>
<th>Time</th>
<th>Room</th>
<th>Instructor</th>
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<td>45830</td>
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<td>40217</td>
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<td>44814</td>
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Web Page Development (Core)

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<td>COMP 9918 Building Individual Websites</td>
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<td>McNeal, M</td>
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<td>45263</td>
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<td>46276</td>
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Digital Imaging (Core)

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<td>45541</td>
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Business Office Publishing - Basics (105-135 hrs.)
ESL Level 5/6

Computer Applications for Business (660-690 hrs.)
Keyboarding: Start 25 wpm / Exit 40 wpm

Tuition Free Noncredit Certificate Curriculum

Business Web Pages - Basics
### Business Web Pages Basics Certificate - Total Hours 105-120

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### Business Web Pages Intermediate Certificate - Total Hours 270

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