



**ONE-YEAR CERTIFICATE**

**COMPUTER MAINTENANCE & DESKTOP  
SUPPORT TECHNICIAN**

*The catalog in force is assigned to students based on the academic year they first applied to the college, and changes only when students change their major or request the change in writing. Refer to Policy No. 3357:15-13-28.*

**2021 Catalog**  
Effective Summer 2020

**5026**

*Business and Information Technology Division*

*Computer Science and Information Systems Department*

<b>TECHNICAL Course Number</b>	<b>Course Title</b>	<b>Credits</b>	<b>Pre- and Co-Requisites</b>	<b>Completed Sem./Year</b>
CIS126	Fundamentals of Information Systems <sup>^</sup> ▲	3	IDS102 <b>or</b> Proficiency	
CIS224	Advanced Help Desk▲	3	CIS121	
CPD123	Structured Query Language▲	3	CPD121	
NET120	PC Upgrading and Maintenance▲	3		
NET121	Introduction to Computer Networking▲	3		
NET131	Microsoft Client Operating System▲	3	NET120 <b>and</b> NET121	
NET244	Microsoft Networking I▲	3	NET120 <b>and</b> NET121	
	<b>Total</b>	<b>21</b>		
<b>NON-TECH Course Number</b>	<b>Course Title</b>	<b>Credits</b>	<b>Pre- and Co-Requisites</b>	<b>Completed Sem./Year</b>
SSC101	Student Success Seminar <sup>^^</sup>	1	<i>Take first semester</i>	
CIS121	Help Desk and Computer Support Concepts <sup>^</sup> ▲	3	IDS102 <b>or</b> Proficiency	
CPD121	Data Modeling and Database Design <sup>^</sup>	3	(IDS102 <b>or</b> Proficiency) <b>and</b> (ITD100 <b>or</b> Proficiency)	
MTH108	Explorations in Modern Mathematics <sup>^</sup>	3	MTH022 <b>or</b> MTH023 <b>or</b> Proficiency	
	<b>Total</b>	<b>10</b>		
<b>TOTAL CREDIT HOURS</b>		<b>31</b>		

<sup>^</sup>Based on SSC placement score.

<sup>^^</sup>To promote student success, this course should be taken in the first semester.

▲ Course offerings vary by semester. Please see your academic advisor for availability.

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FULL-TIME STUDENT ADVISING NOTES

Academic Advising

Students should make an appointment to see their advisor before registering for classes each semester. They should have prepared a completed registration form, including courses they wish to take, prior to this meeting.

Course Sequence

The semester-by-semester listing below provides the normal scheduling option for students seeking a one-year certificate.

<u>Summer Semester</u>		<u>Credit Hours</u>	<u>Pre- or Co-requisite</u>
SSC101	Student Success Seminar^^	1	<i>Take first semester</i>
MTH108	Explorations in Modern Mathematics^	3	MTH022 <b>or</b> MTH023 <b>or</b> Proficiency
CPD121	Data Modeling and Database Design^	<u>3</u>	(IDS102 or Proficiency) <b>and</b> (ITD100 or Proficiency)
		<b>7</b>	
 <u>Second Semester</u>			
CIS121	Help Desk and Customer Support Concepts^▲	3	IDS102 <b>or</b> Proficiency
CIS126	Fundamentals of Information Systems^▲	3	IDS102 or Proficiency
NET120	PC Upgrading and Maintenance▲	3	
NET121	Introduction to Computer Networking▲	<u>3</u>	
		<b>12</b>	
 <u>Third Semester</u>			
CPD123	Structured Query Language▲	3	CPD121
NET244	Microsoft Networking I▲	3	NET120 <b>and</b> NET121
CIS224	Advanced Help Desk ▲	3	CIS121
NET131	Microsoft Client Operating Systems▲	<u>3</u>	NET120 and NET121
		<b>12</b>	
	<b>TOTAL CREDITS</b>	<b>31</b>	

^Based on SSC placement score.

^^To promote student success, this course should be taken in the first semester.

▲ Course offerings vary by semester. Please see your academic advisor for availability.