III. Certificates
♦ Information Technology Certificate

Program Title:	Information Technology Certificate	
Completion Award:	Certificate of Information Technology	
Contact Hours:	225	**Outside Study Hours:** 450
Semester Credits:	15 hours	
Program Duration:	30 weeks	
Cost Per Credit Hour:	$249	**Total Tuition:** $3,735
Course Materials and Fees:	$125	**Total Course Materials & Fees:** $625**
Total Cost of Program:	$4,360	(including course materials and fees)

Program Description

The Information Technology Certificate program is designed to provide students with the fundamental computer knowledge and skills required in the current corporate workplace. The student will demonstrate acquired skills in utilizing computer tools, database management, and business and web applications in the workplace.

Program Outcomes

Upon successful completion of the program, the student should be able to:

- Demonstrate proficiency in the use of current Microsoft Office Suite products.
- Identify and evaluate computer systems issues and implement effective remediation policies.
- Utilize Microsoft Access to create and manipulate databases.
- Utilize and define the computer system components and application system operational characteristics.
- Perform problem diagnosis, troubleshooting, and system maintenance on multiple types of computer systems.
- Design basic websites and manipulate webpage components.

Potential Employment

Upon successfully completing this program the graduate should qualify to fill entry-level positions in the corporate office structure and other positions requiring utilization of the concepts and skills of Information Technology.

* ACOT's program courses are designed in sequential order. Therefore, the student must complete the given course before progressing to the next course in the sequence.

Audio Technology Technical Certificate Program Code 6309

Bob Bushnell

Audio Technology Technical Certificate Program Code 6309:

The Development of an Introductory College-level Course in Audio Technology Robert Johnson,2003 *Audio Systems Technology* Bob Bushnell,2000 This book from NSCA is a one stop information source for today s audio technician It can be used as a study guide to prepare for NICET audio technician certification exams as well as a comprehensive reference for the installer of audio systems both out in field and at the bench Designed to correspond with Level III work elements on the NICET tests this book presents audio installation as it is practiced in the industry today

Audio Technology Technical Certificate Program Code 6309 Book Review: Unveiling the Magic of Language

In an electronic era where connections and knowledge reign supreme, the enchanting power of language has become more apparent than ever. Its capability to stir emotions, provoke thought, and instigate transformation is truly remarkable. This extraordinary book, aptly titled "**Audio Technology Technical Certificate Program Code 6309**," written by a very acclaimed author, immerses readers in a captivating exploration of the significance of language and its profound affect our existence. Throughout this critique, we shall delve to the book is central themes, evaluate its unique writing style, and assess its overall influence on its readership.

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