Computer Support Technician: Computer Software Specialist

Career Pathways Certificate

Major Code: 110601

About the Program

The Computer Software Specialist Career Pathway Certificate is designed to give students a comprehensive knowledge of a variety of commonly used software programs. Students will learn industry standard word processing, spreadsheet and presentation programs, as well as gain a strong foundation in operating systems. Students will be prepared for careers where strong computer application skills and computer system navigation are required.

The Career Pathway Certificate is the first step towards the Computer Support Associate of Applied Science degree or Computer Support: Healthcare Informatics Associate of Applied Science degree.

The curriculum in RCC courses is derived from a set of identified learning outcomes that are relevant to the discipline. For a list of learning outcomes for this discipline or program, see www.roguecc.edu/Programs/LearningOutcomes.

Entry Requirements

Students are required to take a placement test to determine skill level and readiness in math, reading, and writing. As part of their training program, students must begin with the courses within their skill levels as determined by placement test scores. In addition, students may also be required to enroll in classes that would increase their employability and success.

Advanced Standing

Coursework from accredited universities will be accepted in accordance with college policies and the Computer Science Department chair's approval. In order to ensure that coursework is current, program courses over five years old must be reviewed and approved by the appropriate department chair before being accepted toward core requirements. Students in the College Now credit program must meet with the department chair to determine placement.

A Career Pathway is a series of connected education and training programs and student support services that enable individuals to secure a job or advance in a demand industry or occupation. Career Pathways focus on easing and facilitating student transition from high school to community college, from pre-college courses to credit post-secondary programs, and from community college to university or employment. Students decide how far they want to go, up to an Associate of Applied Science degree or beyond.

Credits earned in the successful completion of Career Pathways certificates can be applied to other certificates and degrees in the Career Pathway. For more information, speak to a program advisor and review the roadmap below and at www.roguecc.edu/Programs/CareerPathways.

Computer Software Specialist
Career Pathways Certificate (15 credits)

- Entry-level computer specialist ($14/hr.) [1]
- Secretary ($13/hr.) [1]
- Receptionist and information clerk ($11/hr.) [1]
- Information clerk/receptionist ($9/hr.) [1]
- Office and administration support worker ($13/hr.) [1]

Computer Support Technician: Health Care Informatics option
Associate of Applied Science (AAS)
(93-95 credits)

- Advanced-level computer specialist ($30/hr.) [1]
- Database manager ($37/hr.) [1]
- Computer programmer ($32/hr.) [1]

Computer Support Technician
Associate of Applied Science (AAS)
(90-92 credits)

[1] Median wages from OLMIS (www.qualityinfo.org) April 2012

Completion Requirements

Students completing the required credits in this program with a grade of "C" or better will receive a Career Pathways certificate in Computer Software Specialist. Certain prerequisite and required courses are graded on a pass/no pass basis only. A grade of "P" for these courses indicates a student earned a "C" or better grade.

Prerequisites

Course No.	Course Title	Credit
MTH63	Applied Technical Math or MTH60 Fundamentals of Algebra I (or designated placement test score as shown on current indicator chart)	0-4
RD30	College Reading II (or designated placement test score as shown on current indicator chart)	0-4
WR30	Fundamentals of Composition II (or designated placement test score as shown on current indicator chart)	0-4
CS120	Concepts in Computing I (or documented computer proficiency)	0-4

Required Courses

Course No.	Course Title	Credit
CS125ww	Word Processing Applications (Word)	3
CS125ss	Spreadsheet Applications (Excel)	3
CS125db	Database Management Systems (Access)	3
CS140	Introduction to Operating Systems	4
CS125ppt	Effective Presentations (PowerPoint)	2
TOTAL PROGRAM CREDITS		**15**

[1] Successful completion of CS101 or CS120, or otherwise meeting the proficiency requirement within the last 10 years, fulfills this requirement.

For more information contact the Computer Science Department:

Grants Pass or Medford. 541-956-7213
Medford 541-245-7527
Toll free in Oregon . . . . . 800-411-6508, Ext. 7213 or Ext. 7527
email . . . . . cdileva@roguecc.edu or bfrederickson@roguecc.edu
TTY . . . . . Oregon Telecom Relay Service, 711

This advising guide is for advising purposes only. Please see current college catalog for additional information on specific college policies and graduation requirements.

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