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. It generally can be completed in one to two terms. 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 option. 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 high school College Now credit program must meet with the department chair to determine placement.

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 at www.roguecc.edu/Programs/CareerPathways.

Prerequisites

Course No. | Course Title | Credit
---|---|---
CS120 | Concepts in Computing I or documented computer proficiency | 0.4
MTH60 | Fundamentals of Algebra I or designated placement test score as shown on current indicator chart | 0.4
RD30 | College Reading 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

Total Prerequisite Credits 0-16

Required Courses

Course No. | Course Title | Credit
---|---|---
CS125ww | Word Processing Applications (Word) | 3
CS125sn | 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 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
Web address .................................................. learn.roguecc.edu/ComputerScience
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.

In compliance with state and federal laws, Rogue Community College does not discriminate on the basis of race, religion, color, national origin, age, sex, veterans’ status, sexual orientation, marital status or disability in employment, or in any of its educational programs or in the provision of benefits and services to students.

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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.

Computer Software Specialist — Career Pathways Certificate (15 credits)

- Entry-level computer specialist ($12/hr.)
- Secretary ($10/hr.)
- Receptionist and information clerk ($10/hr.)
- Information and record clerk ($10/hr.)
- Office and administration support worker ($10/hr.)

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

- Advanced-level computer specialist ($27/hr.)
- Database manager ($35/hr.)
- Computer programmer ($33/hr.)

Computer Support Technician — Associate of Applied Science (AAS) (90-94 credits)

- Advanced-level computer specialist ($27/hr.)
- Database manager ($35/hr.)
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1 Median wages from OLMIS (www.qualityinfo.org) May 2014

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