Science, Technology, Engineering, and Mathematics
Career and Academic Pathways (CAPs)
Program Map: Skills Certificate for Computer Essentials

Semester 1	Course Code	Course	Units	Notes	Advising Notes
Program Course	CIS 101	**Introduction to Computers and Their Uses**	**3**	Formerly CO SCI 201 - Many sections offered every semester including intersessions. CIS 101 meets the GE Area D2 (Communication and Analytical Thinking) requirement. Speak to a counselor for details.	Offered online and face-to-face.

Total Units   **3**

Semester 2	Course Code	Course	Units	Notes	Advising Notes
Program Course	CIS 123	**Microcomputers in Business**	**3**	Formerly CO SCI 200 - Offered every spring and fall. This course has a prerequisite of CIS 101.	Offered online and face-to-face.

Total Units   **3**

Degree Path and Requirements:

Since CIS 101 is offered every semester including intercessions, students can complete CIS 101 in an intercession and then CIS 123 the following semester.

Department Advising Notes:

CIS 101 is class is also required for several Computer Science and Computer Information Systems certificates, as well as the Associates of Arts Degree in Computer Science Information Technology.

Program Description

The Computer Essentials Skill Certificate is designed to give students fundamental entry- level job skills, computer literacy, the basics of computer concepts, terminology, hands-on practice with office applications software, and Internet usage.

Career and Transfer Opportunities

The CIS 101 course is accepted for 3 units from the GE Area D2 (Communication and Analytical Thinking) requirement. Speak to a counselor for details. In addition, this covers fundamental and necessary computer skills students can use to obtain entry-level tech jobs.

Youtube Videos

[Publication: You're a What? Robotic Technician](#)

Program Map

A suggested sequence of classes to complete a degree, certificate, or program of study. Students should consult an academic counselor for variations to this plan based on part-time or full-time status, transfer plans, pre-requisites needed, etc.

Prerequisite Course

A specific course that must be completed before advancing to the next course.

Check the online catalog at elac.edu for the latest and most accurate information.

Contact

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