

**COLLEGE OF THE OUACHITAS  
BUSINESS INFORMATION TECHNOLOGY  
DEGREE PLAN**

**Technical Certificate  
Management**

Name \_\_\_\_\_ System ID \_\_\_\_\_

Advisor \_\_\_\_\_

Division Chair Signature \_\_\_\_\_

Business Technology classes require college-level reading skills, or successful completion of Academic Reading. All prerequisites require successful completion with a "C" or better.

<b>Semester</b>	<b>Grade</b>	<b>Course Number</b>	<b>Course Name</b>	<b>Prerequisite(s)</b>
_____	_____	MGMT 1113	Principles of Management	
_____	_____	BOIS 1113	Business Calculator Applications	Basic Math
_____	_____	DATA 1123	Fundamentals of Information Technology	Pass Keyboarding Entrance Exam
_____	_____	DATA 1213	Word Processing	Beginning Keyboarding OR Pass Keyboarding Entrance Exam
_____	_____	MGMT 1123	Supervisory Management	Principles of Management
_____	_____	MGMT 2013	Human Resource Management	
_____	_____	DATA 1243	Spreadsheet Applications	Fundamentals of Info Tech
_____	_____	DATA 1233	Database Management	Fundamentals of Info Tech
_____	_____	ENGL 1113	Composition I	Basic Writing
<b>Choose one of the following:</b>				
_____	_____	MATH 1023	Intermediate Algebra	Basic Algebra
_____	_____	MATH 1123	Business Math (does not transfer)	Basic Algebra