

## Information Technology Business Management

The Information Technology Business Management program at Western Texas College is ideal for students who are interested in acquiring the skills needed to succeed in today's competitive environment. This program is helping many students prepare for a variety of exciting entry-level technology and business support positions. Successful completion of a two-year curriculum will qualify students for the Associate of Applied Science Degree. A variety of courses are offered to give the student hands-on experience with word processing, spreadsheets, databases, web page design, presentations, information security and help desk support.

The Information Technology Business Management program also offers a choice between a one-year Help Desk/User Support Technician certificate and an Information Management Specialist certificate. The Help Desk/User Support Technician certificate is designed to provide students with technical support skills needed to assist customers, clients or members of an organization or company with a large variety of technical problems, including hardware, software, networks, email and web pages. The Information Management Specialist certificate is designed to provide in-depth training in suite package software, operating systems, networks, and web page development. Student applicants to the program are required to take a keyboarding timed test. Applicants performing less than 35 wpm are required to enroll in a developmental keyboarding course to improve these skills.

Western Texas College is participating in statewide Tech Prep, a program that allows high school students to receive up to six semester hours of college credit during high school. Western Texas College reserves the right to require students with articulated credit to take an entrance exam for placement into course curriculum. Tech Prep courses will be applied to a Computer Information Management degree upon successful completion of a minimum of six semester hours at Western Texas College. Degree and Certification requirements are subject to approval by the Texas Higher Education Coordinating Board.

### Associate of Applied Science Degree

#### *Freshman Year*

Fall Semester	Sem. Hrs.	Spring Semester	Sem. Hrs.
COSC1301 Intro to Computing <i>OR</i> *POFI 1301 Computer Applications	3	ITSW 1307 Intro to Database	3
CPMT 1303 Intro to Computer Technology		ITSW 1304 Intro to Spreadsheets	3
ITSW 1310 Intro to Presentation Graphics Software	3	**Fine Arts/Humanities	3
ITSW 1301 Intro to Word Processing	3 3	ITSE 1301 Web Design Tools	3
IMED 1316 Web Page Design		ITSC 2339 Personal Computer Help Desk <i>OR</i> ITSC 2335 Application Software Problem Solving	3
Total Semester Hours	3 15		3 15

#### *Sophomore Year*

Fall Semester	Sem. Hrs.	Spring Semester	Sem. Hrs.
**SPCH 1315 Pub Speaking <i>OR</i> 1321 Bus/Prof Communications	3	**ENGL 1301 Composition I	3
**MATH 1332 Cont Math I	3	ITSC 1391 Spec Topic: Help Desk Customer Service	3
Career and Technology Elective <i>OR</i> ITSC 1309 Integrated Software Applications I	3	*ACNT 1313 Computer Accounting Applications <i>OR</i> CPMT 1304 Microcomputer System Software	3
ITNW 1325 Fundamentals of Networking Technologies <i>OR</i> CPMT 1345 Computer Systems Maintenance	3	ITSY 1300 Fundamentals of Information Security <i>OR</i> ITSC 1321 Intermediate PC Operating Systems	3
**Social/Behavioral Science	3	ITSW 2386 Internship: Data Processing Tech	3
Total Semester Hours	15		15

\*Articulated Tech Prep course.

\*\*General Education Requirement courses are from fine arts or humanities, math or natural science, and social or behavioral science. Classes may be available in summer school or other special sessions. Students may wish to take these courses in special sessions to reduce course loads in the fall or spring semester or to take additional courses in their major area of concentration.