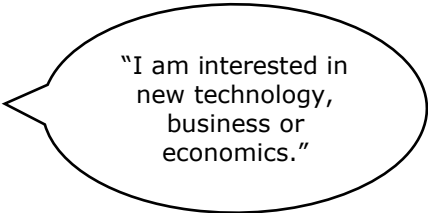




## Information Technology, Business and Economics CLASSES BUNDLE Spring 2021

17 - 19 units transferrable



### Option 1: Weekly Schedule with Computer Science Track

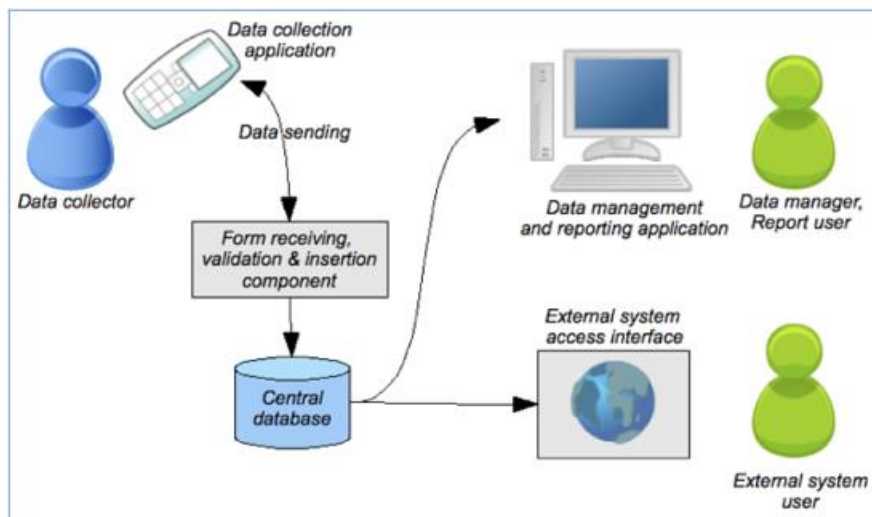
Monday	Tuesday	Wednesday	Thursday
<b>COMSC-110-9024</b> <b>ENGL-126-9191</b> both 100% Online	<b>MATH-142-9365 (late start)</b> Required Online meeting Tues 4:05 – 5:25pm		<b>MATH-142-9365 (late start)</b> Required Online meeting Thurs 4:05 – 5:25pm

### Option 2: 100% Online Weekly Schedule with Bus/Econ Track

<b>BusAct-186-9047</b> (1 <sup>st</sup> 8 weeks)	<b>BusAct-187-9461</b> (2 <sup>nd</sup> 8 weeks)	<i>These courses are 100% online during the Spring 2021 Term</i>
<b>ECON-220-9375</b> <b>BUS-240-9113</b> <b>ENGL-126-9191</b>		

### Online CIS Class Schedule – Technology Skills Courses can be added to Option 1 or 2

1 <sup>st</sup> (8) weeks of Semester: Jan 25, 2021 – Mar 19, 2021	2 <sup>nd</sup> (8) weeks of Semester: Mar 22, 2021 – May 21, 2021
<b>CIS-100-9001 MS Windows – 100% Online</b> <b>OR</b> <b>CIS-101-9125 Apple Mac OS – 100% Online</b>	<b>CIS-116-9135 MS Excel – 100% Online</b>
<b>CIS-115-9130 MS Word – 100% Online</b>	<b>CIS-118-9133 MS PowerPoint – 100% Online</b>



## Course Descriptions

Course	Description	Meets
<b>BusAc-186</b>	<p><b>Financial Accounting (4 units)</b></p> <p>This course presents the theory, practices and procedures of accounting. The importance of accounting and the use of financial statements by investors, creditors, and others making financial, investment, or regulatory decisions will be examined. Topics include transactions reporting and the accounting cycle, accounting for cash, receivables, inventory, plant and intangible assets, long-term investments, time value of money, liabilities, stockholders' equity, an introduction to analyzing financial statements, and accounting ethics. The application of generally accepted accounting principles and international financial reporting standards will also be covered.</p>	C-ID ACCT 110, CSU, UC
<b>BusAc-187</b>	<p><b>Managerial Accounting (4 units)</b></p> <p>This course presents how managers use accounting information in decision-making, planning, directing operations, and controlling. The focus is on cost terms and concepts, cost behavior, cost structure and cost-volume-profit analysis. Issues relating to cost systems, cost control, profit planning, and performance analysis in manufacturing and service environments will also be covered.</p>	C-ID ACCT 120, CSU, UC.
<b>BUS-240</b>	<p><b>Business Statistics (3 units)</b></p> <p>This course is an introduction to concepts, tools, methods and models employed in reasoning with numbers and in presenting cogent statistical arguments or solutions. Students are introduced to organizational, analytical and inference-making processes, using sample data to graphically and numerically describe samples, including identifying varying levels of measurement possible in variables and their implications for statistical computation and inference-making. The course details how to estimate confidence intervals, test hypotheses and develop projections for inferential purposes in a variety of contexts and disciplines such as business, social science, biology, economics, and health science. Many different probability distributions are covered: poisson, binomial, normal, student-t, chi-sq, F-distribution and others. Performing Analysis of Variance (ANOVA), estimating simple and multiple regressions, and making inference from such analysis is a major theme of this course. The use of spreadsheet-based software to compute statistics in large-data applications is an important part of lab work.</p>	C-ID MATH 110, CSU, UC (credit limits may apply to UC - see counselor)
<b>CIS-100</b>	<p><b>Microsoft Windows – Comprehensive (2 units)</b></p> <p>This course introduces the functions of the Microsoft Windows Operating System (Win OS), including the graphical user interface, file and folder management, system preferences, and networking. No previous computer experience is required.</p>	CSU
<b>CIS-115</b>	<p><b>Microsoft Word – Comprehensive (2 units)</b></p> <p>This course presents the comprehensive functions of Microsoft Word, a powerful word processing program which is part of the Microsoft Office Suite. Topics include formatting and editing documents, forms, charts, and diagrams. Material relevant to the Microsoft certification examination will be covered. No previous experience with this software is required.</p>	CSU
<b>CIS-116</b>	<p><b>Microsoft Excel – Comprehensive (2 units)</b></p> <p>This course presents the comprehensive functions of Microsoft Excel, a powerful spreadsheet program which is part of the Microsoft Office Suite. Topics include worksheets, charts, formulas, functions, workbooks, and macros. Material relevant to the Microsoft certification examination will be covered. No previous experience with this software is required.</p>	CSU

<b>CIS-118</b>	<b>Microsoft PowerPoint – Comprehensive (2 units)</b> This course presents the comprehensive functions of Microsoft PowerPoint, a powerful presentation program which is part of the Microsoft Office Suite. Topics include presentation development, special effects, slide shows, and the use of text, graphics, and multimedia. Material relevant to the Microsoft certification examination will be covered. No previous experience with this software is required.	CSU
<b>COMSC-110</b>	<b>Introduction to Programming (4 units)</b> This course introduces students to programming concepts emphasizing modular design and development of programs, coding style, documentation, debugging and testing. All control structures and data types of a commonly used language are covered.	C-ID COMP-112. CSU, UC
<b>ECON-220</b>	<b>Principles of Macroeconomics (3 units)</b> This course provides an introduction to fundamental economic principles that recur throughout economics such as scarcity, opportunity cost, marginal decision making and the gains from trade. Macroeconomics focuses on broad economic aggregates such as total output, employment, the price level and the rate of economic growth. The course also examines fiscal and monetary policies and institutions, and applies macroeconomic theories to current economic issues.	C-ID ECON 202, CSU, UC
<b>ENGL-126</b>	<b>Critical Thinking: The Shaping of Meaning in Language (3 units)</b> This course focuses on the development of logical reasoning, analysis of expository and persuasive texts, and analytical and argumentative writing skills. It is designed to develop critical thinking, reading, and writing skills beyond the level expected in ENGL-122 through the analysis, evaluation and synthesis of arguments in diverse expository texts.	C-ID ENGL 105, CSU, UC
<b>MATH-142</b>	<b>Elementary Statistics with Probability (4 units)</b> This course is designed to introduce the student to the study of statistics and probability. Topics include descriptive statistics (organization of data, histograms and measures of central tendency and spread), linear correlation and regression, design of experiments, introductory probability, random variables, the normal distribution and student's t-distribution, and statistical inference, including confidence intervals and tests of significance. Use of a graphing calculator or computer for statistical analysis is required.	C-ID MATH 110, CSU, UC (credit limits may apply to UC - see counselor)