



# OFFICE ADMINISTRATION MOS Certificate



60 wpm with no errors!



## GET THE SKILLS YOU NEED TO BE SUCCESSFUL!

Do you have excellent computer applications skills? Are you proficient with Microsoft Windows and Microsoft Office? Regardless of your chosen major, you NEED strong Windows and Office skills. A variety of professions rely heavily on those products for productivity.

Get the skills needed to stand out! Learn proper keyboarding techniques to increase efficiency and accuracy. Create sharp looking presentations and reports for all of your classes. In addition to having best in class assignments and projects, you can PROVE your competence and enhance your résumé with FREE MOS certifications.



### Career & College Promise Certificate LEARN VALUABLE SKILLS

### FREE Certifications BUILD RÉSUMÉ

### Your Future BE PREPARED

Let MCC help brighten your future! You must have strong computing skills to be successful in college and on the job. Earn badges to make your résumé stand out. Ask Marsha how she earned **\$13,000 more annually** by having the **MOS Master credential**. Capitalize on this opportunity! Books and tuition are FREE. See your high school guidance counselor to enroll.



**Marsha Mabry**  
IT Department Chair  
910-898-9714  
mabrym@montgomery.edu  
1011 Page St., Troy, NC 27371

## Microsoft Office Specialist

Montgomery Community College  
Certipoint Testing Statistics  
August 1, 2014 - January 31, 2017

|   | EMPLOYEES |    | STUDENTS |    | OVER  |
|---|-----------|----|----------|----|-------|
| 6 | MOS       | 19 | MOS      | 77 | MOS   |
|   | MTA       | 11 | MTA      | 8  | MTA   |
|   |           | 3  | IC3      | 5  | IC3   |
|   |           | 7  | MCE      | 0  | MCE   |
|   |           | 40 | TOTAL    | 90 | TOTAL |



# TECHNOLOGY CERTIFICATE OPTIONS

## C25590H: Information Technology

*Focuses on PC technician fundamentals*

### FALL COURSES

CTI 110: Web, Programming, & Database Foundation

CTI 120: Networking & Security Foundation

CET 111: Computer Upgrade/Repair I

### SPRING COURSE

CET 211: Computer Upgrade/Repair II



**Microsoft**  
Technology Associate



Sharpen your computer repair skills. Jump start your IT certification portfolio. MTA certifications are free for CCP students. Academic pricing is available for the CompTIA A+ exams. Will you be the first high school IT certificate student to achieve A+ certification? All courses in this certificate have required, weekly class sessions on the MCC campus.

## C25370MH: Office Administration (MOS)

*Focuses on keyboarding and Microsoft Office*

### FALL COURSES

CIS 110: Introduction to Computers

OST 130: Comprehensive Keyboarding

OST 136: Word Processing

### SPRING COURSE

CTS 130: Spreadsheet \*\*



This certificate is useful for ALL students. Pass the required Microsoft Office Specialist (MOS) exams with high scores to try to become eligible for the National Certiport MOS Championship Competition. The MOS certifications are free for CCP students. This certificate is FULLY ONLINE except for a few required campus visits for MOS certification testing.

**\*\* This course can also be offered in the Fall if there are at least 7 students who request it. Then, you could complete the certificate in ONE semester!**

Read **Marsha's story** on the next page to learn how **her choices at West Montgomery and Montgomery Community College** shaped her pathway to a **successful career**. If you have questions, please contact Marsha, talk with your high school guidance counselor, or visit the [montgomery.edu/ccp](http://montgomery.edu/ccp) website.



Hi,

I am Marsha Mabry, the Information Technology Department Chair at Montgomery Community College. Approximately 20 years ago, I was a Senior at West Montgomery High School. We did not have all the college opportunities that you guys do, but it did not stop me from preparing for college. I would like to share my story with you if you have a few moments.

Business computing skills are extremely important for success in college. The same technologies I initially learned about in high school are still widely in use today – Microsoft Office, Microsoft Windows, and web browsers. Of course you guys have versions that are much newer than the ones I worked with. However, the basic technology skills needed are the same – navigate Windows, manage files, create attractive reports and presentations, use the Internet and email effectively, etc. I gained these skills through completing the following courses in high school: Keyboarding, Computer Applications I, Computer Applications II, and Career Internship in Accounting at Jordan Lumber & Supply, Inc. I also managed to get a jumpstart on college credits by passing the AP Biology exam to earn eight semester hours of credit. Eight semester hours is equivalent to two semesters of biology at a community college or university.

You guys have a better opportunity than I did. You can gain proficiency in business computing skills AND earn college credit by completing the Office Administration: Microsoft Applications (MOS) certificate. You have the opportunity to be even more prepared than I was, AND you can earn a certificate to graduate from college before you ever complete high school. How awesome is that!? In the past, I have noticed that too many high school students are merely completing CIS 110 and PSY 150 to get a jumpstart on college credits. Please stop shortchanging yourself by only completing two courses. Complete the entire OA: MOS certificate so that you also have the extra computing skills required to be successful in college. Those skills will be just as valuable (if not more so!) than merely completing two college transfer courses.

I enrolled at MCC the summer after graduating from West Montgomery. Within three years, I completed two A. A. S. degrees (Business Administration and Accounting) and all the general education college transfer courses I needed for Pfeiffer University. I thought I wanted to be an accountant upon graduating from West. I found out at MCC that is not what I wanted to do. It was a lot less costly to figure that out at MCC, since it was so much cheaper than a university. My achievements at MCC included earning the NCCCS Academic Excellence award for MCC's Class of 2000 and earning enough certifications to become a Microsoft Office 97 Master. Then, I transferred to Pfeiffer and changed my major to Computer Information Systems.

I completed my B. S. in Computer Information Systems (CIS) at Pfeiffer in two years. I earned Pfeiffer's CIS Student Award of Distinction for the Class of 2002. I became a full time PC technician shortly after graduation. From August of 2007 through December of 2008, I completed an M. S. Vocational Education degree online through East Carolina University. The basic computing skills I acquired while in high school were heavily used throughout all my college experiences and have also been extremely valuable to me in the workplace.

Now, I'm enjoying helping students accomplish their college and career goals. Check out some of my IT documents and what my first group of IT students accomplished at <http://3mit.com/mcc/it/2017.pdf> (QR code at bottom of page). One of the West Montgomery students (PJ) graduated from MCC with an IT certificate and five industry recognized IT certifications before graduating high school! He received an academic scholarship to Pfeiffer University to major in CIS. One of our first IT degree graduates (Matthew) got a full time Technology Technician job with Montgomery County Schools within 90 days after graduating.

In summary, please take advantage of gaining proficiency in business computing skills while in high school, whether you complete them at the high school level or at the college level through MCC. I also urge you to give careful consideration to MCC as you are making college plans. It worked very well for me and can for you too. I am pleased with what I accomplished at both MCC and Pfeiffer. I probably would have gotten lost in the crowd at larger schools and would not have been as successful. **You can possibly even come to MCC for FREE for two years through the Montgomery Scholars program. Most East Montgomery and West Montgomery graduates are eligible for Montgomery Scholars starting in the fall after high school graduation.** Take advantage of it! Use the money you save to alleviate the expense you will experience after transferring to a 4-year university.

If you have questions, please do not hesitate to ask! Good luck to you with all your future high school and college courses. ☺

Marsha  
WMHS C/O 1997      MCC C/O 2000      Pfeiffer University C/O 2002      ECU C/O 2008

Marsha M. Mabry  
Information Technology Department Chair @ MCC  
Email: [mabrym@montgomery.edu](mailto:mabrym@montgomery.edu), Phone: 910-898-9714

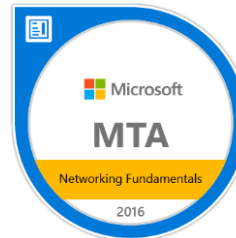


# CAREER & COLLEGE PROMISE

## PHILIP J. BAILEY II - IT CERTIFICATE SUCCESS STORY - 2016



I graduated from MCC with a CTI (now IT) certificate before I graduated from WMHS! I earned IC3, 2 MTA, and 2 MOS certifications at MCC. I received an academic scholarship to Pfeiffer University to major in Computer Information Systems.







# INFORMATION TECHNOLOGY



## Degree or Certificate LEARN IT

Select from a 2-year Associate in Applied Science degree or a 1-year certificate. Enjoy the benefits of small class sizes, a friendly learning environment, and powerful workstation computers.

## Certifications GET CERTIFIED IN IT

Build an impressive résumé. MCC is a Certiport Authorized Testing Center and a CompTIA Academy Partner. ALL class of 2017 students have already earned 10 or more certifications!

## Rewarding Job Opportunities OBTAIN CAREER IN IT

Come to MCC to prepare for a job you will love. The IT field is full of exciting challenges and opportunities. Your rewarding, new career awaits!



# PREPARE FOR A NEW CAREER IN IT SUPPORT

Using real world examples and hands-on activities, qualified instructors help prepare you for entry level positions in IT support and services. Certification preparation is blended into the curriculum. Starting salaries typically range from \$25,000 to \$40,000 annually.

Visit [montgomery.edu](http://montgomery.edu) to view our IT program slideshow and to apply for admission. Federal financial aid is available to those who qualify. MCC Foundation scholarships are also available. There are excellent support tools available including caring instructors, free tutoring, and friendly, helpful academic support and library staff. **Apply today!**



**Marsha Mabry**

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910-898-9714  
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# MEET OUR FIRST IT GRADUATES

## INTRODUCTION

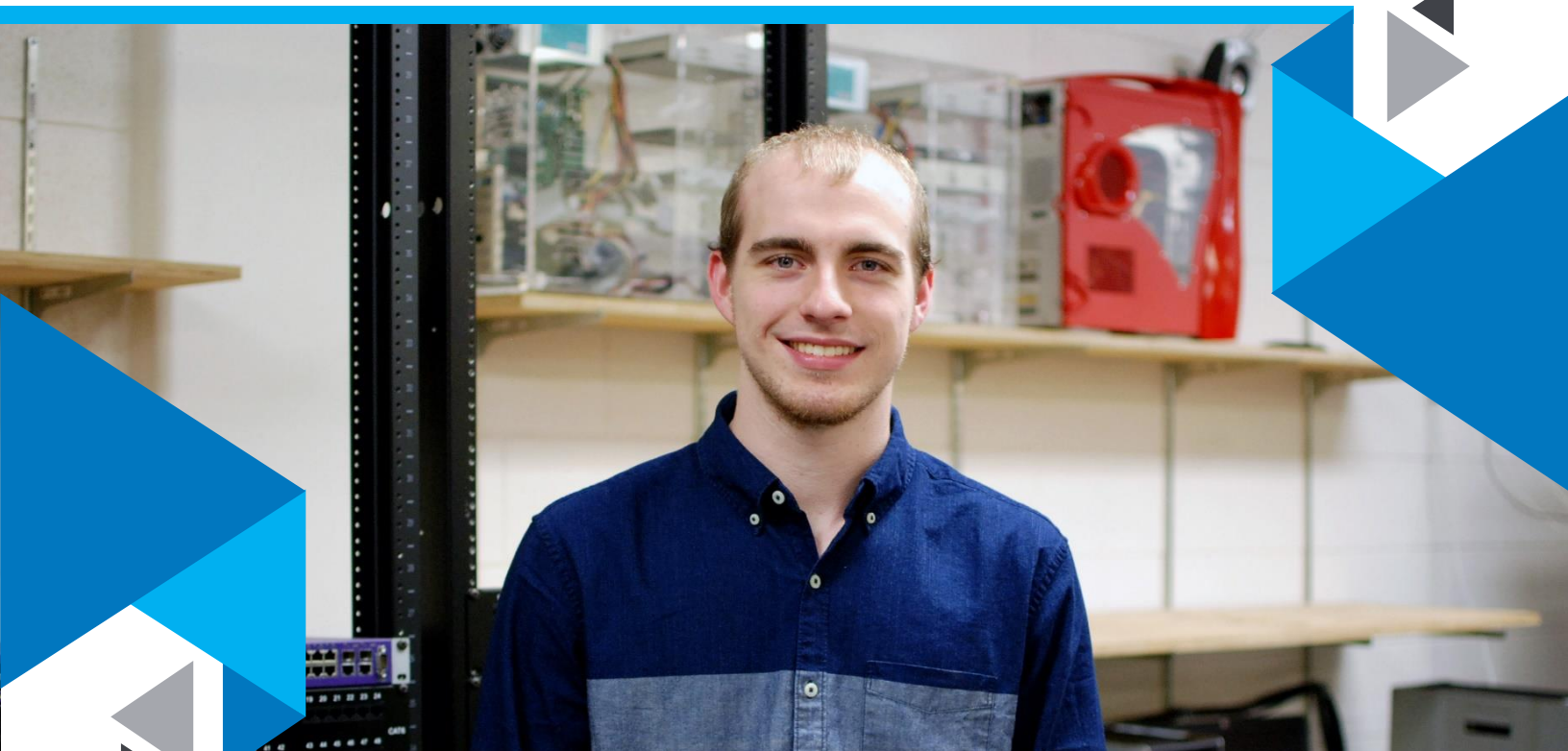
Thanks for visiting the IT curriculum portion of the MCC website. We would like to introduce our instructors and first IT graduates to you. The students you are about to meet have been led by IT Department Chair, Marsha Mabry, and IT Adjunct Instructor, John Glass. Together these instructors have over 15 years of IT experience and the following credentials.

**DEGREES:** East Carolina University - M. S. Vocational Education, Pfeiffer University - B. S. Computer Information Systems, Montgomery Community College - A. A. S. Accounting and A. A. S. Business Administration, Randolph Community College - A. A. S. Networking Technology and A. A. S. Computer Information Technology

**CERTIFICATIONS:** CompTIA A+, CompTIA Network+, Microsoft Certified Educator (MCE), Microsoft Office Specialist (MOS): Office 2013 Master - All Tracks and Office 2016 Master, Certiport Internet and Computing Core Digital Literacy Certification - Global Standard 4 (IC3 GS4), Microsoft Certified Solutions Associate (MCSA): Windows 7, Microsoft Technology Associate (MTA): Mobility and Device Fundamentals, Windows Server Administration Fundamentals, Security Fundamentals, Networking Fundamentals, HTML5 Application Development Fundamentals, Software Development Fundamentals, Database Fundamentals, Software Testing Fundamentals, and Cloud Fundamentals; VMware Certified Associate - Data Center Virtualization (VCA-DCV), Adobe Certified Associate (ACA): Web Communication Using Adobe Dreamweaver CS5

So, check out these students' impressive accomplishments. Then, apply for admission so that YOU can help us carry on the tradition of IT excellence!





# MEET OUR 2017 IT GRADUATES

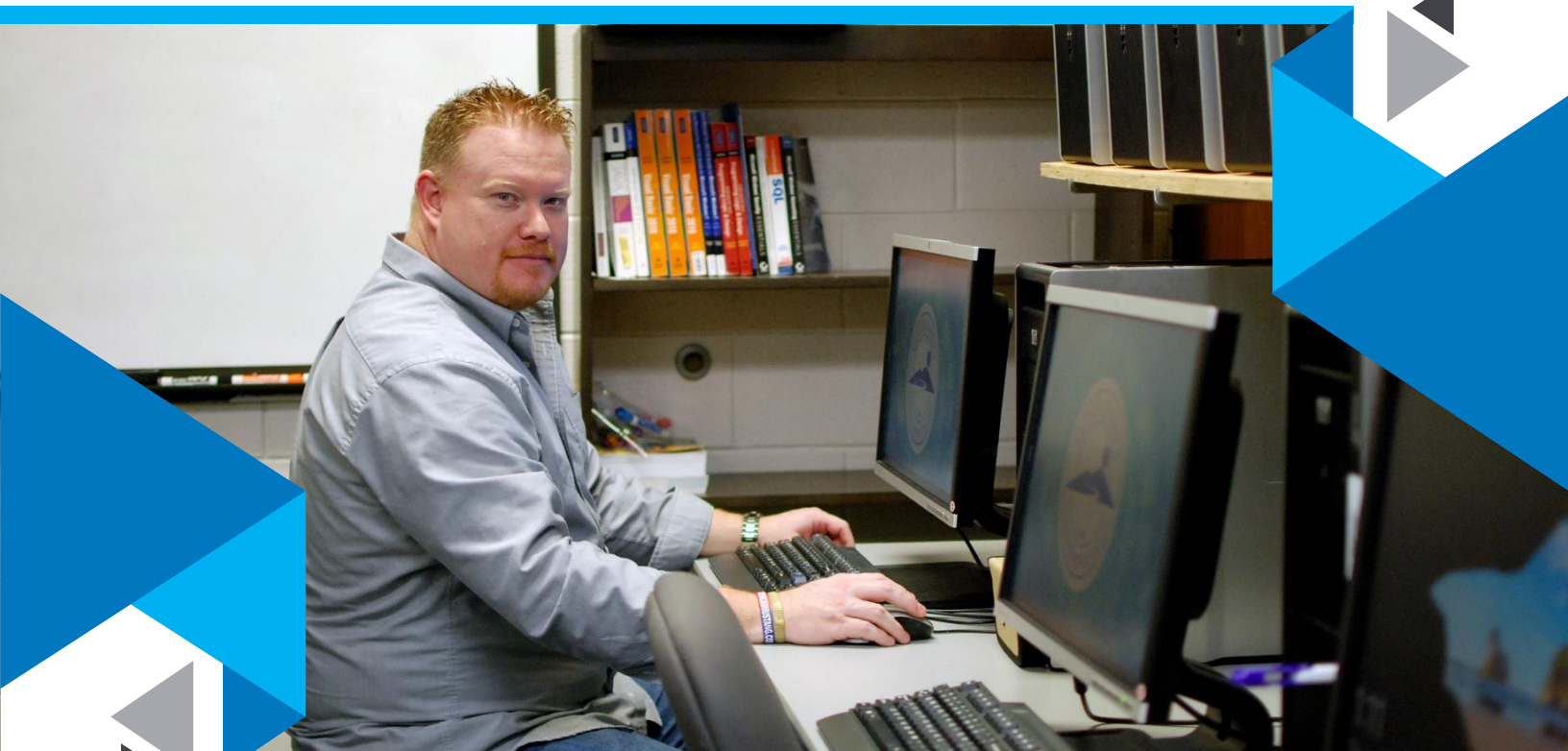


## ABOUT MATTHEW

Matthew began his education at MCC after graduating from Faith Christian Homeschool. He was undecided about his educational plans and returned to MCC for the IT degree after a brief stint with auto mechanics at RCC. He has discovered a passion for IT support and services. Throughout his two years of study, Matthew has been active at his church and employed at two part time jobs.

Some of Matthew's accomplishments include obtaining 10 certifications, many of which required extra studying outside of the regular IT curriculum, being inducted into Phi Theta Kappa in April of 2016, serving as a Federal Work Study student in the CATS Lab and IT Department, and serving as SGA IT Rep for the 2016-2017 academic year. He has always been on the Dean's List or President's List due to excellent grades.



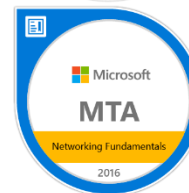


# MEET OUR 2017 IT GRADUATES

## ABOUT DAVID

David returned to MCC to prepare for a new career and has discovered that he is most passionate about the security and virtualization areas of IT. He is a veteran of the Air Force, having served six years. He also has eight years of law enforcement experience. He is a single dad, volunteers at his daughter's school, and has worked at a few part time jobs throughout his two years of study.

Some of David's accomplishments include obtaining 13 certifications, many of which required extra studying outside of the regular IT curriculum, serving as SGA representative during the 2015-2016 academic year, and serving as a Federal Work Study student in the Financial Aid Department for two semesters. David was awarded the Golden Leaf Scholarship in June of 2016 and has always been on the Dean's List or President's List because of his excellent grades.







# MEET OUR 2017 IT GRADUATES

## ABOUT TAYLOR

Taylor began his education at MCC after graduating from Southwest Randolph High School. He was somewhat undecided about his educational plans and decided to try the IT degree to start his college career. He has discovered a passion for the web development field of IT. Throughout his two years of study, Taylor has been active in his church and has worked part time.

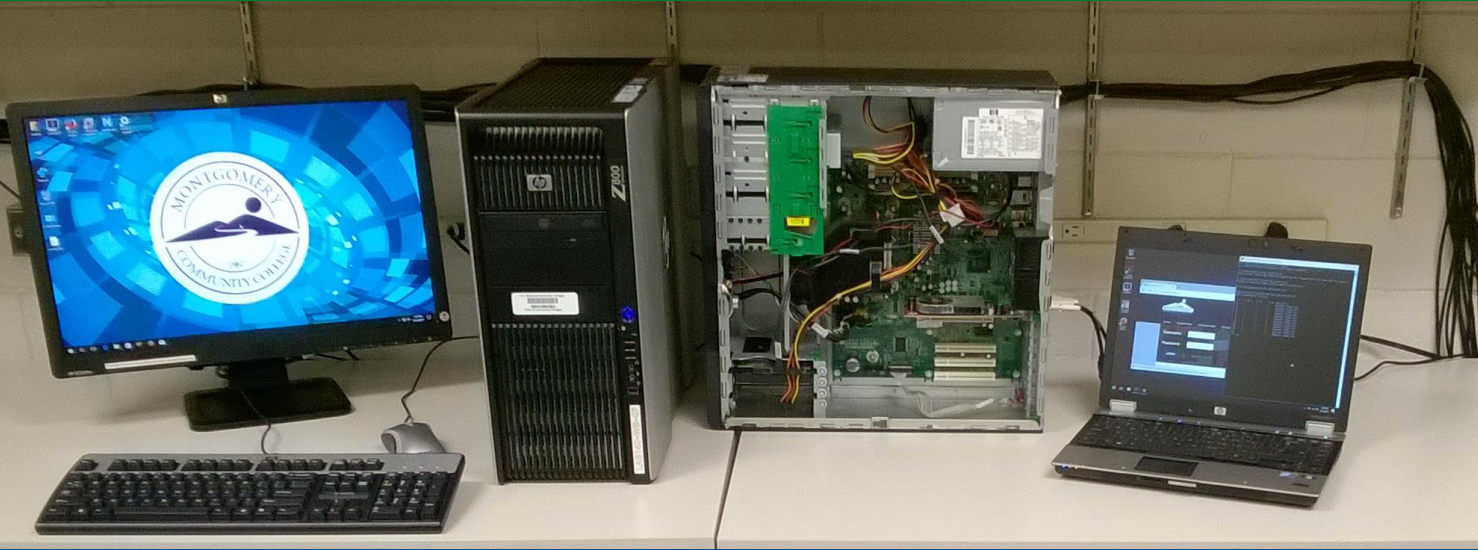
Some of Taylor's accomplishments include obtaining 10 certifications, many of which required extra studying outside of the regular IT curriculum, being recommended for the Webmaster position in the MCC Public Information Office, customizing the Blackboard Login page with the MCC logo and helpful information, implementing and maintaining the new MCC website, and customizing messages on the new digital sign with graphics. He received an MCC Foundation scholarship for the 2015-2016 academic year, has always been on the Dean's List or President's List due to excellent grades, and was most recently selected for the NCCCS Academic Excellence Award at MCC. Only one student per community college is selected each year for this prestigious award.





# 2017 IT GRADUATES

EMPLOYED WITHIN 90 DAYS AFTER GRADUATING

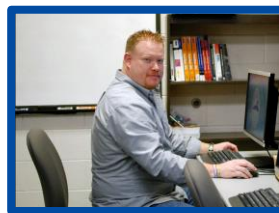


CAREER CHANGE YIELDS \$22,000 ANNUAL PAY INCREASE.  
A HOBBY BECOMES A FULFILLING JOB.



**MATTHEW DEHART**

I am a Technology Technician with Montgomery County Schools. I work at East Middle and East Montgomery High. Starting pay for my new position was over \$30,000 annually and includes a full benefits package including several insurances, retirement, and 401(k).



**DAVID DENNIS**

I work in IT Support at the Belk Corporate Office in Charlotte. My new position pays \$50,000 annually (an increase of \$22,000 annually over my former job). I have a full benefits package including stock option matching, several insurances, 401(k), and quarterly bonus opportunities.



**TAYLOR SARKIS**

I became the Webmaster at MCC before graduating. After graduation, I was also hired to assist with IT Help Desk duties. I have begun completing contract work for several clients. It has been very rewarding turning my former hobby into an enjoyable job.

Apply today. Your exciting new career awaits!

Questions? Contact Marsha at [mabrym@montgomery.edu](mailto:mabrym@montgomery.edu) or 910-898-9714.





**ASSOCIATE IN GENERAL EDUCATION PROGRAM OF STUDY \*\*\*DRAFT\*\*\* FOR WM GRADUATE WHO COMPLETED  
CAREER & COLLEGE PROMISE CERTIFICATE IN INFORMATION TECHNOLOGY  
TRANSFER COLLEGE: PFEIFFER UNIVERSITY IN MISENHEIMER, NC**

**This plan lists credits required to finish the MCC AAS degree in IT and general education requirements at Pfeiffer. The student would complete the final two years of the B. S. in Computer Information Systems at Pfeiffer. This is a draft, so the gen ed requirements would need to be verified by an advisor at Pfeiffer.**

| COURSE NUMBER                                     | COURSE TITLE                 | TIER      | PREREQUISITES | NOTES                        | CL | LB | CN | WK | CR        |
|---|------------------------------|-----------|---------------|------------------------------|----|----|----|----|-----------|
| <b>MCC COURSES COMPLETED WHILE IN HIGH SCHOOL</b> |                              |           |               |                              |    |    |    |    |           |
| HIS 111   | World Civilizations I        |           |               |                              | 3  | 0  | 0  | 0  | 3         |
| HIS 112   | World Civilizations II       |           |               |                              | 3  | 0  | 0  | 0  | 3         |
| PSY 150   | General Psychology           |           |               |                              | 3  | 0  | 0  | 0  | 3         |
| MAT 171   | Precalculus Algebra          |           |               |                              | 3  | 2  | 0  | 0  | 4         |
| CIS 110   | Introduction to Computers    | 2         | None          | Get started with MOS         | 2  | 2  | 0  | 0  | 3         |
| CTI 110   | Web, Pgm, & Db Foundation    | 1B        | None          | MTA with additional study    | 2  | 2  | 0  | 0  | 3         |
| CTI 120   | Network and Sec Foundation   | 1B        | None          | MTA                          | 2  | 2  | 0  | 0  | 3         |
| CET 111   | Computer Upgrade/Repair I    | 1A        | None          | First part of A+ (Hardware)  | 2  | 3  | 0  | 0  | 3         |
| CET 211   | Computer Upgrade/Repair II   | 1A        | None          | Second part of A+ (Software) | 2  | 3  | 0  | 0  | 3         |
| <b>FALL 2016</b>                                  |                              |           |               |                              |    |    |    |    |           |
| MAT 110   | Math Measurement & Literacy  | 2         |               | Can sub MAT 171              |    |    |    |    |           |
| NOS 130   | Windows Single User          | 1B        | None          | Half of MCSA for Windows     | 2  | 2  | 0  | 0  | 3         |
| NET 110   | Networking Concepts          | 1B        | None          | Network+                     | 2  | 2  | 0  | 0  | 3         |
| CIS 115   | Intro to Prog & Logic        | 2         | DMA Waived    |                              | 2  | 3  | 0  | 0  | 3         |
| CTI 140   | Virtualization Concepts      | 1B        | None          | VCA-DCV                      | 1  | 4  | 0  | 0  | 3         |
| REL 212   | Intro to New Testament       |           |               |                              | 3  | 0  | 0  | 0  | 3         |
| <b>SPRING 2017</b>                                |                              |           |               |                              |    |    |    |    |           |
| NOS 120   | Linux Single User            | 1B        | None          | Linux+                       | 2  | 2  | 0  | 0  | 3         |
| CTS 155   | Tech Support Functions       | 1B        | None          |                              | 2  | 2  | 0  | 0  | 3         |
| DBA 110   | Database Concepts            | 2         | None          | MOS Access                   | 2  | 3  | 0  | 0  | 3         |
| NOS 230   | Windows Administration I     | 1B        | None          | MTA                          | 2  | 2  | 0  | 0  | 3         |
| SEC 110   | Security Concepts            | 1B        | None          | Security+                    | 2  | 2  | 0  | 0  | 3         |
| <b>FALL 2017</b>                                  |                              |           |               |                              |    |    |    |    |           |
| ENG 111   | Writing and Inquiry          | 2         | DRE Waived    |                              | 3  | 0  | 0  | 0  | 3         |
| PED 117   | Weight Training I            |           |               | May have to complete at PU   | 0  | 3  | 0  | 0  | 1         |
| PED 147   | Soccer                       |           |               | May have to complete at PU   | 0  | 2  | 0  | 0  | 1         |
| BIO 111   | General Biology I            |           |               |                              | 3  | 3  | 0  | 0  | 4         |
| ENG 231   | American Literature I        |           |               |                              | 3  | 0  | 0  | 0  | 3         |
| <b>SPRING 2018</b>                                |                              |           |               |                              |    |    |    |    |           |
| BIO 112   | General Biology II           |           |               |                              | 3  | 3  | 0  | 0  | 4         |
| PED 118   | Weight Training II           |           |               | May have to complete at PU   | 0  | 3  | 0  | 0  | 1         |
| ENG 112   | Writing/Research in the Disc |           | ENG 111       |                              | 3  | 0  | 0  | 0  | 3         |
| MAT 172   | Precalculus Trigonometry     |           |               |                              | 3  | 2  | 0  | 0  | 4         |
| ENG 232   | American Literature II       |           |               |                              | 3  | 0  | 0  | 0  | 3         |
| <b>FALL 2018</b>                                  |                              |           |               |                              |    |    |    |    |           |
| HIS 131   | American History I           |           |               |                              | 3  | 0  | 0  | 0  | 3         |
| REL 211   | Intro to Old Testament       |           |               |                              | 3  | 0  | 0  | 0  | 3         |
| ART 111   | Art Appreciation             |           |               |                              | 3  | 0  | 0  | 0  | 3         |
| ECO 251   | Prin of Microeconomics       |           |               |                              | 3  | 0  | 0  | 0  | 3         |
| PED 110   | Fit and Well for Life        |           |               |                              | 0  | 3  | 0  | 0  | 1         |
| <b>SPRING 2019</b>                                |                              |           |               |                              |    |    |    |    |           |
| SOC 213   | Sociology of the Family      |           |               |                              | 3  | 0  | 0  | 0  | 3         |
| CTS 115   | Info Sys Business Concepts   | 1B        | None          |                              | 3  | 0  | 0  | 0  | 3         |
| CTS 130   | Spreadsheet                  | 1B        | None          | MOS Excel                    | 2  | 2  | 0  | 0  | 3         |
| DBA 115   | Database Applications        | 2         | DBA 110       | MTA                          | 2  | 2  | 0  | 0  | 3         |
| <b>Required for Pfeiffer General Ed</b>           |                              | <b>59</b> |               |                              |    |    |    |    |           |
| <b>TOTAL HOURS FOR AGE DEGREE</b>                 |                              |           |               |                              |    |    |    |    | <b>82</b> |



**Transfer Info for ECU BS in Industrial Technology (BSIT) with a concentration in Information & Computer Technology (ICT)**  
**ECU Undergraduate Catalog 2017-2018 Available Online or On-Campus Prospective Student: \_\_\_\_\_**  
**Prospective ECU Entry Date: Fall, Spring, or Summer ECU Application Deadline is available at <http://www.ecu.edu/admissions/Transfer>**

<http://www.ecu.edu/cs-cet/techsystems/bsit.cfm>

<http://www.ecu.edu/cs-cet/techsystems/upload/BSIT-NCCCS-equivalencies-worksheet-2.pdf>

[http://catalog.ecu.edu/preview\\_program.php?catoid=10&pooid=2443&returnto=704](http://catalog.ecu.edu/preview_program.php?catoid=10&pooid=2443&returnto=704)

[http://catalog.ecu.edu/content.php?catoid=10&navoid=696#Liberal\\_Arts\\_Foundations\\_Program](http://catalog.ecu.edu/content.php?catoid=10&navoid=696#Liberal_Arts_Foundations_Program)

<http://www.ecu.edu/cs-acad/admissions/transfers.cfm>

These links are subject to change. Search the ECU website if a link is no longer available.

MCC IT Department Chair: Marsha Mabry, mabrym@montgomery.edu, 910-898-9714

ECU BSIT Program Coordinator: Dr. David Batts, battsd@ecu.edu, 252-328-9673

ECU BSIT Program Academic Advisor: Christina Ragone, ragonec@ecu.edu, 252-328-9309

**Transfer your 2-year  
MCC IT degree to ECU  
to complete a  
bachelor's degree.**

**COURSES COMPLETED AT MCC IN IT AAS DEGREE (A25590)**  
**ECU will only accept courses with grades of C or higher.**

|                    |                              |           |
|--------------------|------------------------------|-----------|
| ACA 115            | Success and Study Skills     | 1         |
| CET 111            | Computer Upgrade/Repair I    | 3         |
| CET 211            | Computer Upgrade/Repair II   | 3         |
| CIS 110            | Introduction to Computers    | 3         |
| CIS 115            | Intro to Prog & Logic        | 3         |
| CTI 110            | Web, Pgm, & Db Foundation    | 3         |
| CTI 120            | Network and Sec Foundation   | 3         |
| CTI 140            | Virtualization Concepts      | 3         |
| CTS 115            | Info Sys Business Concepts   | 3         |
| CTS 130            | Spreadsheet                  | 3         |
| CTS 155            | Tech Support Functions       | 3         |
| DBA 110            | Database Concepts            | 3         |
| DBA 115            | Database Applications        | 3         |
| ENG 111            | Writing and Inquiry          | 3         |
| ENG 112            | Writing/Research in the Disc | 3         |
| MAT 110            | Math Measurement & Literacy  | 3         |
| NET 110 *          | Networking Concepts          | 3         |
| NOS 120            | Linux Single User            | 3         |
| NOS 130            | Windows Single User          | 3         |
| NOS 230            | Windows Administration I     | 3         |
| SEC 110            | Security Concepts            | 3         |
| HFA ELEC (ART 111) | Humanities / Fine Arts       | 3         |
| SBS ELEC ~         | Social / Behavioral Science  | 3         |
|                    |                              | <b>67</b> |

\* To take major coursework with the BSIT-ICT program, students must obtain an industry-standard certification (Network+, CCNA, or CCENT). To waive the certification requirement, students can complete prerequisite coursework at the CC (NET 125, NET 126, & PC Hardware/Repair - CET 111 will fulfill the hardware requirement).

~ PSY 150 or ECO 251 is highly recommended by ECU. You may want to transfer the PSY 150 or ECO 251 course instead of HEA 110.

# Some courses such as BIO 112 are 4SH. However, only 3SH of credit will be applied. This also applies to selected other courses.

| <b>Bachelor of Science in Industrial Technology (BSIT)</b>  |  | <b>61 SH<br/>COMPLETE AT MCC</b>     | <b>63 SH<br/>COMPLETE AT ECU</b> |               |           |
|---|--|--------------------------------------|----------------------------------|---------------|-----------|
| <b>FOUNDATIONS - 45H Some NCCCS equivalencies are listed here even though the courses are completed at ECU.</b> |  |                                      |                                  |               |           |
| <b>English (FC:EN) - 6 semester hours</b>   |  |                                      |                                  |               |           |
| ENGL 1100   | Foundations of College Writing                   | ENG 111                              | <b>3</b>                         | <b>TOTALS</b> |           |
| ENGL 1200   | Composition                                      | ENG 112                              | <b>3</b>                         |               |           |
| <b>Natural Science (FC:SC) - 7 semester hours total (including at least 1 lab)</b>                              |  |                                      |                                  |               |           |
| BIO 1100, 1101  | Principles of Biology and Laboratory I           | BIO 111                              | <b>4</b>                         | <b>6</b>      |           |
| BIO 1200, 1201  | Principles of Biology and Laboratory II          | BIO 112 #                            | <b>3</b>                         |               |           |
| <b>Social Sciences (FC:SO) - 9 semester hours</b>   |  |                                      |                                  |               |           |
| ECON 2113   | Principles of Microeconomics                     | ECO 251                              | <b>3</b>                         | <b>9</b>      |           |
| PSYC 1000   | Introductory Psychology                          | PSY 150                              | <b>3</b>                         |               |           |
| PSYC 3241   | Personnel and Industrial Psychology              | Take at ECU                          | <b>3</b>                         |               |           |
| <b>Mathematics (FC:MA) - 3 semester hours</b>   |  |                                      |                                  |               |           |
| MATH 1065   | College Algebra                                  | MAT 122 or 161 or 171                | <b>3</b>                         | <b>3</b>      |           |
| MATH 1074 Applied Trig is listed below in Other Cognates.   |  |                                      |                                  |               |           |
| <b>Humanities (FC:HU) and Fine Arts (FC:FA) - 9 semester hours (Note: other course choices available)</b>       |  |                                      |                                  |               |           |
| At least 1 Humanities   | RELI 1690 - World Religions                      | REL 110                              | <b>3</b>                         | <b>9</b>      |           |
| At least 1 Fine Art   | ART 1910 - Art Appreciation                      | ART 111                              | <b>3</b>                         |               |           |
| Humanities/Fine Arts elective   | COMM 2410 - Public Speaking                      | COM 231                              | <b>3</b>                         |               |           |
| <b>Any Foundation Curriculum Course - 3 semester hours (Note: other course choices available)</b>               |  |                                      |                                  |               |           |
| MUSC 2208   | Music Appreciation                               | MUS 110                              | <b>3</b>                         | <b>3</b>      |           |
| <b>Health (FC:HL) and Exercise and Sport Science (FC:EX) - 3 semester hours</b>                                 |  |                                      |                                  |               |           |
| HLTH 1000   | Health in Modern Society                         | HEA 110 counts for both ECU courses. | <b>2</b>                         | <b>3</b>      |           |
| KINE 1000   | Lifetime Physical Activity & Fitness Lab I       |                                      | <b>1</b>                         |               |           |
| <b>COGNATES - 55H</b>   |  |                                      |                                  |               |           |
| FINA 2244   | Legal Environment of Business                    | BUS 115                              | <b>3</b>                         | <b>5</b>      |           |
| MATH 1074   | Applied Trigonometry                             | MAT 121 or 162 or 172 #              | <b>2</b>                         |               |           |
| <b>LOWER DIVISION CORE - 245H and FREE ELECTIVES - 135H</b>   |  |                                      |                                  |               |           |
| <b>AAS Technical Courses (Please see list at left.)</b>   |  |                                      | <b>37</b>                        | <b>37</b>     |           |
| <b>UPPER DIVISION CORE (15 SH)</b>  |  |                                      |                                  |               |           |
| ITEC 3290   | Technical Writing                                |                                      | <b>3</b>                         | <b>15</b>     |           |
| ITEC 3300   | Technology Project Management                    |                                      | <b>3</b>                         |               |           |
| ITEC 3800   | Cost and Capital Project Analysis                |                                      | <b>3</b>                         |               |           |
| ITEC 4293   | Industrial Supervision                           |                                      | <b>3</b>                         |               |           |
| ITEC 3200   | Introduction to Statistical Process Control      |                                      | <b>3</b>                         |               |           |
| <b>CONCENTRATION (SELECT 27 SH) One must be ITEC 3000 if completing the online program.</b>                     |  |                                      |                                  |               |           |
| ITEC 3000   | Internet Tools Tech (required for online option) |                                      | <b>3</b>                         |               | <b>27</b> |
| ICTN 2530, 2531   | Network Environment II                           |                                      | <b>3</b>                         |               |           |
| ICTN 2900, 2901   | Fundamental Network Security                     |                                      | <b>3</b>                         |               |           |
| ICTN 3250, 3251   | Internetwork Routing Technology                  |                                      | <b>3</b>                         |               |           |
| ICTN 3540, 3541   | Network Environment III                          |                                      | <b>3</b>                         |               |           |
| ICTN 3900, 3901   | Web Services Management                          |                                      | <b>3</b>                         |               |           |
| ICTN 4040   | Enterprise Information Security                  |                                      | <b>3</b>                         |               |           |
| ICTN 4064   | Regulations and Policies                         |                                      | <b>3</b>                         |               |           |
| ICTN 4150, 4151   | Switching Network Technology                     |                                      | <b>3</b>                         |               |           |
| ICTN 4200, 4201   | Intrusion Detection Technologies                 |                                      | <b>3</b>                         |               |           |
| ICTN 4250, 4251   | Enterprise Network Security Technology           |                                      | <b>3</b>                         |               |           |
| ICTN 4310   | Digital Forensics                                |                                      | <b>3</b>                         |               |           |
| ICTN 4402, 4404, 4406, 4408   | Special Topics                                   |                                      | <b>3</b>                         |               |           |
| ICTN 4501, 4503, 4505   | Laboratory Problems                              |                                      | <b>3</b>                         |               |           |
| ICTN 4520, 4521   | Wireless Communication                           |                                      | <b>3</b>                         |               |           |
| ICTN 4590, 4591   | Network Maintenance and Troubleshooting          |                                      | <b>3</b>                         |               |           |
| ICTN 4600, 4601   | Enterprise Information Technology Management     |                                      | <b>3</b>                         |               |           |
| ICTN 4700, 4701   | Virtualization Technologies                      |                                      | <b>3</b>                         |               |           |
| ICTN 4750   | Enterprise Data Storage Technologies             |                                      | <b>3</b>                         |               |           |
| ICTN 4800, 4801   | Information Assurance Technologies               |                                      | <b>3</b>                         |               |           |

**TOTAL SEMESTER HOURS FOR BSIT DEGREE**

**124**



# ▶ INFORMATION TECHNOLOGY

## UPDATED SLIDESHOWS

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CCP IT and OA Certificates → <http://3mit.com/mcc/ccp/assets/ccp-it-ss.mp4>

IT AAS Degree Video Ad → <http://3mit.com/mcc/ccp/assets/it-ad.mp4>

IT AAS Degree Video → <https://youtu.be/0FgTzr2ZkCo>

IT AAS Degree Slideshow → [http://3mit.com/mcc/it/images/it\\_ss.mp4](http://3mit.com/mcc/it/images/it_ss.mp4)

