STEM

GUIDED PATHWAY: COMPUTER INFORMATION TECHNOLOGY (PC SUPPORT AWARDS)–PERSONAL COMPUTER SPECIALIST CERTIFICATE

For more information, visit www.dcccd.edu/cit and your academic advisor at your college.

This is an example course sequence for students interested in pursuing the Personal Computer Specialist Certificate. It does not represent a contract, nor does It guarantee course availability. Following this pathway will help you earn a Personal Computer Specialist Certificate [ii]. Courses from this certificate may apply to the related AAS degree. Gainful employment information for this certificate can be found at https://www1.dcccd.edu/catalog/programs/degree_gei.cfm?a=251. For official certificate requirements, click here.

This certificate option is designed to provide in-depth training in suite package software, operating systems, hardware, networking, and Internet/web page development. The graduate will be qualified for a variety of entry-level positions in a PC-oriented environment. Courses that complete the Personal Computer Specialist (PC2), Help Desk/User Support Technician (HC), Technology Support (TC), and Personal Computer User (PC1) Certificates are noted below. Also noted below are Skills Awards (SA). The Personal Computer Technology and A+ Certification (A+) is offered ONLY at Brookhaven College and the IT Support Specialist I Occupation Skills Award (SI) is offered only at El Centro College. El Centro offers an additional skills award, the IT Support Specialist II Occupation Skills Award. Speak with your advisor for more information on course requirements.

Offered at ALL Colleges

COLLEGE READINESS REQUIREMENTS *(only for the PC2 Certificate)*

Enrolling in one or more courses may be necessary if assessment activities and previous academic experiences indicate a need for additional knowledge and skills:

READING & WRITING PLACEMENT	MATH PLACEMENT	ENGLISH LANGUAGE PROFICIENCY
TSI READING MET: __YES __NO **TSI WRITING MET: __YES __NO**	**TSI MATH MET: __YES __NO**	**ENGLISH PROFICIENCY: __YES __NO**
IF TSI OR ENGLISH LANGUAGE PROFICIENCY NOT MET, INSERT COURSE(S) NEEDED		
☐ DREA / DWRI / DIRW *(CIRCLE ONE)* _____ ☐ OTHER: _____	☐ DMAT_____ ☐ OTHER: _____	☐ ESOL _____ ☐ OTHER: _____

Exemptions/waivers may exist. Speak with an academic advisor regarding placement in college readiness courses and your ability to enroll in core academic coursework.

SEMESTER-BY-SEMESTER MAP FOR FULL-TIME STUDENTS [iii]

ALL MAPS CAN BE MODIFIED TO FIT THE NEEDS OF PART-TIME STUDENTS

PC2	HC	TC	PC1	SA	SEMESTER 1	ACTION ITEMS
♦		♦	♦		**ITSC 1401** – Introduction to Computers ***OR*** **BCIS 1405** – Business Computer Applications ***OR*** **COSC 1301** – Introduction to Computing **AND** **Technical Elective** [iv] (one course)	☐ Meet with an advisor to confirm academic and career goals before the end of the semester. ☐ Meet with a career advisor or coach to research your career options and opportunities for job shadowing.
♦		♦			**ITNW 1425** – Fund. of Networking Technologies ***OR*** **ITNW 1458** – Network +	
♦	♦		♦	**SI**	**ITSW 1401** – Introduction to Word Processing	
♦					**ENGL 1301** – Composition I *(core course)*	
TOTAL SEMESTER CREDIT HOURS: 15						
PC2	**HC**	**TC**	**PC1**	**SA**	**SEMESTER 2**	**ACTION ITEMS**
♦	♦	♦		**A+**	**ITSC 1405** – Introduction to PC Operating Systems	☐ Meet with your advisor to request an official program of study audit, confirm or update your academic/career path and program of study. ☐ Meet with an advisor to apply for the Personal Computer Technology and **A+** Certification[v]. ☐ Meet with a career advisor or coach for assistance in preparing for job search.
♦	♦			**A+**	**ITSC 1425** – Personal Computer Hardware [vi]	
♦	♦		♦	**SI**	**ITSW 1404** – Introduction to Spreadsheets	
♦					**SPCH 1311** – Intro to Speech Communication ***OR*** **SPCH 1315** – Public Speaking ***OR*** **SPCH 1321** – Business and Professional Communication *(all core courses)*	
TOTAL SEMESTER CREDIT HOURS: 15						
PC2	**HC**	**TC**	**PC1**	**SA**	**SEMESTER 3**	**ACTION ITEMS**
♦	♦		♦		**ITSW 1407** – Introduction to Database	☐ Meet with an advisor to apply for the: ○ Personal Computer Specialist (PC2) Certificate Completion ○ Help Desk/User Support Technician (HC) Certificate Completion ○ Technology Support (TC) Certificate Completion ○ Personal Computer User (PC1) Certificate Completion ○ IT Support Specialist I Occupation Skills Award (SI) [vii].
♦			♦	**SI**	**ITSW 1410** – Presentation Graphics [viii]	
♦	♦				**ITSC 2439** – Personal Computer Help Desk Support	
♦		♦			**IMED 1416** – Web Design I [ix]	
TOTAL SEMESTER CREDIT HOURS: 16						

CERTIFICATE MINIMUM: 46 SEMESTER CREDIT HOURS | PATHWAY TOTAL: 46 SEMESTER CREDIT HOURS

THIS PATHWAY WAS LAST UPDATED ON JULY 29, 2019

[i] Degree plans may change in later catalogs. You may use this pathway if you entered one of the seven colleges on or before this date.
[ii] Students must earn at least 25% of the credit hours required for graduation through instruction by the DCCCD college awarding the certificate.
[iii] This is not an official degree plan. For official certificate requirements, click here .
[iv] Technical Elective must be selected from the following: IMED 1191, ITCC 1191, ITSC 1164, ITSC 1166, ITSC 1171, ITSC 1191, ITSE 1191, ITNW 1164, ITNW 1192, or ITSY 1191
[v] The Personal Computer Technology and A+ Certification is offered only at Brookhaven.
[vi] ITSC 1425 is listed as it will satisfy the requirements for all the certificates/awards listed and the AAS in Personal Computer Support. For the Personal Computer Specialist (PC2) Certificate you can choose CPMT 1451 instead.
[vii] The Information Technology Support Specialist I Occupational Skills Award is offered ONLY at El Centro.
[viii] ITSW 1410 is listed as it will satisfy the requirements for all the certificates/awards listed and the AAS in Personal Computer Support. For the Personal Computer Specialist (PC2) Certificate you can choose ITSC 1409 instead.
[ix] IMED 1416 is listed as it will satisfy the requirements for all the certificates/awards listed and the AAS in Personal Computer Support. For the Personal Computer Specialist (PC2) Certificate you can choose from ANY CPMT, GAME, IMED, INEW, ITCC, ITMT, ITNW, ITSC, ITSE, ITSW, or ITSY course.

Dallas County Community College District