

## **Business Information Management Certificate (2221)**

### **Required:**

BUSM 1300	.....Introduction to Business	.....3
BUSM 1330	.....Business Ethics	.....2
BUSM 1700	.....Principles of E-Business	.....3
BUSM 2000	.....Principles of Management	.....3
ITIS 1005	.....Computers and Information Processing	.....3
<b>ITON 1020</b>	<b>.....Using Microsoft Windows</b>	<b>.....1</b>

**OR**

<b>ITON 1030</b>	<b>.....Using Microsoft Windows Vista</b>	
Choose course(s) from the Electives list	.....	9

**Certificate Total: 24**

### **Electives: minimum 9 credits**

ACCT 1100	.....Introduction to Financial Accounting	.....4
ITDB 1430	.....Microsoft Access Relational Database	.....3
ITIS 1115	.....Internet Technologies and Concepts	.....2
ITIS 1510	.....Using Windows Applications: Word Processing	.....3
ITIS 1520	.....Using Windows Applications: Spreadsheets	.....3
ITIS 1540	.....Using Windows Applications: Presentation Graphics	.....3