



**BUSINESS
HELP DESK
2009-2010**

Name: _____

SSN/ID: _____

Date: _____

Complete the following program of study:

Certificate of Achievement (R.693E.CA) Major requirements (19.5 units minimum)	units	completed	in progress	planned
IS 15 – Computer Concepts	3			
IS 16 – Word Processing	1.5			
IS 18 – Spreadsheet Fundamentals	1.5			
IS 26A – Database Concepts and Design	3			
*IS 26B – Advanced Database Concepts and Design	1.5			
IS 29 – Operating Systems	1.5			
IS 30 – Fundamentals of Networking	3			
IS 40A – Internet Concepts and Design	3			
IS 45 – Computer Configuration and Troubleshooting	1.5			

Note: * Online only.

Faculty Advisors: Mr. David Atencio (Reedley), Dr. John Cusaac (Madera/WI), Mr. Daniel Morales (Reedley),
Mr. Brent Nabors (Madera/WI), Mr. Everett Sandoval (Reedley), and Mr. Ray Tjahjadi (Madera/WI)