



Information Technology Specialist

College of Rural Alaska

Bristol Bay Campus

(907) 842-5109

Chukchi Campus

(907) 442-3400

Interior-Aleutians Campus

(907) 474-5439

Kuskokwim Campus

(907) 543-4500

Northwest Campus

(907) 443-2201

Tanana Valley Campus

(907) 474-7400

Certificate; Degree: A.A.S.

Minimum Requirements for Certificate: 32-33 credits; for A.A.S.

Degree: 60 credits

The certificate program prepares students with the entry-level skills required to provide microcomputer support in a variety of educational, governmental and corporate environments, or to begin their own enterprises in microcomputer support.

The A.A.S. degree program builds on the certificate program to provide additional general education and skill development in microcomputer support, qualifying students for more advanced positions like the state of Alaska's Microcomputer/Network Specialist I and II.

As computer complexity increases, more and more employers are voicing the need for employees with specific training in computer technology and people support skills. The state of Alaska's positions of Microcomputer/Network Technician I and II are examples of the types of positions for which certified personnel would be qualified. Other students, not interested in such employment, may enroll in these programs to improve their computer skills.

Minimum computer knowledge is required for admission to either program. Each student's background and skill level is assessed and an individualized program of courses, projects, readings, practica and other activities is designed with the help of a faculty mentor. Students must achieve competency in applications, networking, troubleshooting, hardware and software configuration, and human relations and support provision.

UNDERGRADUATE PROGRAM

MAJOR

Information Technology Specialist—Certificate

1. Complete the certificate requirements (page 30).
2. Complete the following (or demonstrate competency):
 - ENGL 111X—Introduction to Academic Writing (3)
 - or CIOS 160—Business English (3)
 - or approved applied written communication course (3) 3
 - ABUS 155—Business Math (2)
 - or CIOS 116—Business Math Using Calculators (3)
 - or approved math course at the 100-level or above (3) 2-3
 - ABUS 154—Human Relations (3)
 - or approved human relations course (3) 3

3. Complete the following core courses:
 - CIOS 110—Microcomputer Operating Systems** (3)
 - or CIOS 212—Advanced Microcomputer Operating Systems (3) .. 3
 - CIOS 210—Hardware and Software Configuration and Troubleshooting*** 3
 - CIOS 211—Computer Technical Support*** 3
 - CIOS 245—Networking and Communications*** (3)
 - or CIOS 247—Advanced Networking and Communications (3) ... 3
 - CIOS 276—Independent Project*** (3)
 - or CIOS 282—Cooperative Work Experience*** (3) 3
4. Complete 9 credits from the following (or demonstrate competency):
 - CIOS 105—Computer Software Applications 3
 - CIOS 130—Microcomputer Word Processing 3
 - CIOS 133—Microcomputer Presentation Software 3
 - CIOS 135—Microcomputer Spreadsheets 3
 - CIOS 146—Using the Internet 3
 - CIOS 212—Advanced Microcomputer Operating Systems 3
 - CIOS 215—Information Technology Certification I 3
 - CIOS 216—Information Technology Certification II 3
 - CIOS 217—Information Technology Certification III 3
 - CIOS 218—Information Technology Certification IV 3
 - CIOS 233—Desktop Publishing 3
 - CIOS 234—Advanced Desktop Publishing 3
 - CIOS 240—Microcomputer Databases 3
 - CIOS 242—Advanced Databases 3
 - CIOS 246—Advanced Internet 3
 - CIOS 247—Advanced Networking and Communications 3
 - CIOS 251—Integrated Software 3
 - CIOS 255—Microcomputer Graphics 3
 - CIOS 256—Internet Authoring and Design 3
 - CIOS 270—Microcomputer Programming 3
 - CIOS 275—Information Technology: Special Topics **** 3
5. Pass a certification review of the following skill areas:
 - Application Skills
 - Networking Skills
 - Hardware and Software Configuration and Troubleshooting Skills
 - Independent Thinking Skills
 - Human Relations and Support Skills
6. Minimum credits required 32-33

Information Technology Specialist—A.A.S. Degree

1. Complete the general university requirements (page 28).
2. Complete the A.A.S. degree requirements (page 31). (As part of the human relations requirement complete ABUS 154 or approved human relations course.)
3. Complete the following core courses:*
 - CIOS 110—Microcomputer Operating Systems** (3)
 - or CIOS 212—Advanced Microcomputer Operating Systems (3) .. 3
 - CIOS 210—Hardware and Software Configuration and Troubleshooting*** 3
 - CIOS 211—Computer Technical Support*** 3
 - CIOS 245—Networking and Communications*** (3)
 - or CIOS 247—Advanced Networking and Communications (3) ... 3
 - CIOS 276—Independent Project*** (3)
 - or CIOS 282—Cooperative Work Experience*** (3) 3



University of Alaska Fairbanks

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4. Complete 15 credits from the following degree (major) requirements (or demonstrate competency):*

CIOS 105—Computer Software Applications****	3
CIOS 130—Microcomputer Word Processing	3
CIOS 133—Microcomputer Presentation Software	3
CIOS 135—Microcomputer Spreadsheets	3
CIOS 146—Using the Internet	3
CIOS 212—Advanced Microcomputer Operating Systems	3
CIOS 215—Information Technology Certification I	3
CIOS 216—Information Technology Certification II	3
CIOS 217—Information Technology Certification III	3
CIOS 218—Information Technology Certification IV	3
CIOS 233—Desktop Publishing	3
CIOS 234—Advanced Desktop Publishing	3
CIOS 240—Microcomputer Databases	3
CIOS 242—Advanced Databases	3
CIOS 246—Advanced Internet	3
CIOS 247—Advanced Networking and Communications	3
CIOS 251—Integrated Software	3
CIOS 255—Microcomputer Graphics	3
CIOS 256—Internet Authoring and Design	3
CIOS 270—Microcomputer Programming	3
CIOS 275—Information Technology: Special Topics ****	3

5. Complete CIOS electives* 6

6. Complete general electives (may be CIOS courses) 6

7. Pass a certification review of the following skill areas:

- Application Skills
- Networking Skills
- Hardware and Software Configuration and Troubleshooting Skills
- Independent Thinking Skills
- Human Relations and Support Skills

8. Minimum credits required 60

* Student must earn a C grade or better in each course.

** May be satisfied through credit by exam or prior learning.

*** May not be satisfied through credit by exam or prior learning under any circumstances and constitute a culminating experience for the course sequence.

**** May be repeated for different topics.

Note: Upon admission to the certificate or degree program, each student will be assigned a mentor/committee chairperson who will be responsible for: determining the student's current level of competency in the various skill areas; assisting the student in determining the courses/experiences necessary for gaining competency in the deficient skill areas; setting up the student's committee to consist of the mentor and at least one other individual who may be a UA faculty member, an adjunct faculty member, or an expert in the student's community; arranging for practica experiences in the student's community; and organizing the committee's final assessment of the student's work and recommending award of the certificate or degree.

Note: A 9 credit core sequence, required of all students no matter what their level of expertise, will be assessed by a committee of permanent and adjunct faculty for the final granting of the certificate or degree.

