BUSN – TC31: Technical Specialist TCC

The purpose of the Technical Specialist certificate program is to prepare students for positions in business that require technical proficiency to translate technical information to various audiences and in various formats using written and oral communication skills.

**NOTE:** Many Business Technology students have found that by selecting electives carefully, they are able to obtain several technical certificates. Students should speak with their academic advisors regarding possibilities in relation to their specific needs.

Credits for BUSN 1190, BUSN 1400, BUSN 1410, BUSN 1420, BUSN 1430, BUSN 1440, BUSN 2160, BUSN 2350, and BUSN 2370 or courses requiring those courses as pre-requisites are awarded only if the courses have been completed within the last seven years. Courses over seven years old may be recommended by the program chair and approved by the Dean of the School of Business/Public Services if the student presents recent, documented, in-field experience or current software certification.

**Career Opportunities**
Graduates may find employment in entry-level positions in a variety of business and industry settings.

**Credit Required for Completion: Minimum of 36 credit hours**

**Curriculum**
*General Core Courses (from Associate Degree Area Requirements: 24 credits)*
- _____ Area I requirements (minimum 3 hours; must include ENGL 1101)
- _____ Area II requirements (minimum 3 hours)
- _____ Area III requirements (minimum 3 hours; must include MATH 1101 or MATH 1111)
- _____ Area IV requirements (minimum 3 hours)
- _____ Additional 12 hours from Area I, II, III, or IV

**Program Course**
**Occupational Courses (12 credits)**
- _____ BUSN 1300 Introduction to Business 3
- _____ BUSN 2190 Business Document Proofreading and Editing 3
- _____ COMP 1000 Introduction to Computers 3
- _____ MGMT 1100 Principles of Management 3