

CREATIVE SOFTWARE USER CERTIFICATE

(Also see Graphic Design)

8 Semester Credit Hours; Curriculum: 0313

This 8-credit hour certificate prepares students for entry level desktop publishing positions and develops the skill set of those working in an office environment. While general office tasks can vary from one industry to another, there is a basic level of office skills common to all office positions. Adobe Creative Software skills add a competitive advantage to one's employment opportunities. Completion of this certificate can lead students to obtaining positions in various areas of the desktop publishing and graphic design. The certificate can also help students obtain employment in the area of office and administrative support in any industry. Additionally, courses in this certificate align with the skill sets needed to prepare for the Adobe Certification. This certificate can be completed in one semester.

Code	Title	Hours
Courses for a Certificate		
CAB 110	Windows Fundamentals	1
CAB 160	Desktop Publishing Concepts and Procedures	1
CAB 172	Adobe Photoshop	3
CAB 175	Adobe Illustrator	3
Total Hours		8

Program Learning Outcomes

1. Identify tools and their uses within specific software applications.
2. Incorporate tools, production and technology to produce publication-ready documents.
3. Use appropriate desktop publishing software for the Web.