

Provider:

Ivy Tech Community College

Course Code:

4528

Content Area:

CTE: Business, Marketing, Information Technology, Entrepreneurship

Course Delivery:

Online

Enrollment Type:

Non Continuous

Enrollment Deadline:

August 9, 2024

Course Description:

Provides hands-on training in file management and four areas of microcomputer application software: word processing, electronic spreadsheets, email/calendar program and presentation software. Emphasis will be placed on performing tasks that simulate professional work situations.

Credit:

3

Credit Type:

Dual Enrollment

NCAA Approved:

No

Contact:

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(link sends e-mail)

Cost:

\$589.14 (Prices are subject to change based on the approved Ivy Tech course fee costs.)