

OHIO BOARD OF REGENTS

Agenda Item 3.4 Muskingum Area Technical College, Associate of Applied Business degree in Microcomputer Applications Technology

**RESOLUTION**

BE IT RESOLVED: upon the recommendation of the Chancellor and with the concurrence of the Initiatives Committee of the Ohio Board of Regents that the following new degree program is approved:

Muskingum Area Technical College  
Associate of Applied Business Degree in  
Microcomputer Applications Technology

## **BACKGROUND**

### **MUSKINGUM AREA TECHNICAL COLLEGE**

Associate of Applied Business degree in Microcomputer Applications Technology

Muskingum Area Technical College has developed an associate degree program in Microcomputer Applications in response to the growing need for trained computer specialists. This program has been developed in response to a heavy demand for employees with strong microcomputer applications skills and the communication skills required for effective teamwork. This new degree program will provide students with high demand skills through professional business simulation projects, internships, workshops and seminars, in addition to the software application classes.

Students enrolling in this program will acquire the technical and professional skills needed to produce professional word processing documents, design a company web page, create and modify company and customer databases, develop company logo's, generate spreadsheets for budgets and inventories, and produce professional on-screen presentations. Graduates of the program will be able to take and successfully pass the Microsoft Office Certification exam, thereby promoting and enhancing the student's marketability upon graduation.

Graduates of the Microcomputer Applications Program will find career opportunities as database administrator's and research specialists, help-desk technicians, data-entry positions, word processing specialists and others.

