

CERTIFICATE IN INFORMATION TECHNOLOGY (IT)

- MINOR AWARD NEW 2008

Course Objective

This course is designed to prepare students to be proficient in Information Technology skills. Students will be introduced to E-mail, the Internet and File Management in addition to Word Processing, Spreadsheets, Database and Presentation Applications. This course is relevant to those in employment who wish to update their IT Skills and receive certification, and to those who wish to return to the workforce and be trained in up-to-date information technology applications.

Course Content

- Information Technology 1
- Business Applications 1

- Business Applications 2
- Business Applications 3

Entry Requirements

Direct Entry/Five years relevant experience required

[FOR FURTHER INFORMATION ON MINOR AWARDS](#)
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Key Information

DURATION	2 Semesters (2 evenings per week 7pm to 10pm in Semester 1 and 1 evening per week in semester 2 from 7pm to 10pm) Each semester will run over 10 weeks
QUALIFICATION	Certificate in Information Technology (IT) - Minor Award
COST	€1,280
START DATE	September 2008

Progression Opportunities

This minor award is worth 20 ECTS credits. Successful completion contributes 20 ECTS credits towards the completion of the BA (Hons) in Information Systems Management.