DESKTOP PUBLISHING SPECIALIST - DIPLOMA

Offered at: Bluegrass Community and Technical College

Program Plan Number: 5204024029

May be available completely online. Please check with your academic advisor.

Course	Title	Credits
General Education		
ENG 101	Writing I	3
Select one of the following three options:		3
MAT 105	Business Mathematics	
OST 213		
Higher Level Quantitative Reasoning Course		
Subtotal		6
Technical Courses		
OST 105	Introduction to Information Systems	3
OST 110	Word Processing Applications	3
OST 130		3
OST 160	Records and Database Management	3
OST 210	Advanced Word Processing Applications	3
OST 215	Office Procedures	3
OST 225	Introduction to Desktop Publishing	3
OST 235	Business Communications Technology	3
OST 240	Advanced Microsoft Applications	3
OST 250	Advanced Desktop Publishing	3
OST 255		3
OST 272		3
Select one of the following three options:		2-3
OST 220	Administrative Office Simulations	
OST 295	Administrative Office Technology Internship	
COE 199	Cooperative Education: (Topic)	
Subtotal		38-39
Total Credits		**44-45**