

CIS 32, Microsoft Access (3)  
 CIS 35, QuickBooks (3) (*same as Accounting 31*)

Select 6 units from the following courses:

CIS 9A, Technology Project Management I (3) (*same as CS 9A*)  
 CIS 34, Advanced Excel with Visual Basic for Applications (3)  
 CIS 37A, Microsoft Word I (3)  
 CIS 39, Microsoft Outlook – Comprehensive Course (3)  
 CIS 50, Internet, HTML, and Web Design (3)  
 OFTECH 1, Keyboarding I (3)

**or**

OFTECH 10, Skill Building on the Keyboard (3)  
 OFTECH 5, English Skills for the Office (3)

### Website Software Specialist (37 units)

A Website Software Specialist designs, develops, and manages websites with the skills needed to be successful in today's job market. A Website Software Specialist needs to be knowledgeable in variety of Internet technologies (HTML, CSS, JavaScript, and server-side scripting such as ASP or Perl), as well as Web authoring applications such as Dreamweaver, Fireworks, Flash, and Photoshop. They are primarily responsible for developing user friendly and interactive Web pages, integrating and optimizing different multimedia components, and implementing hosting, publishing, and development workflow strategies.

**Program Learning Outcomes:** Students who complete this program will learn a variety of Internet technologies and web-authoring tools for website development and maintenance. Students will gain the necessary knowledge and skills for designing, developing, and managing websites.

*Required Core Courses: (18 units)*

CIS 1, Computer Concepts with Applications (3)  
 CIS 50, Internet, HTML, and Web Design (3)  
 CIS 51, HTML5, CSS3, and Accessibility (3)  
 CIS 54, Web Page Development and Scripting I (3) (*same as Entertainment Technology 33*)  
 CIS 59A, Dreamweaver I (3)  
 CIS 60A, Photoshop I (3)

*Required Concentration Courses: (13 units)*

CIS 56, Web Media Production (3)  
 CIS 57, Website Planning and Production (3)  
 CIS 59B, Dreamweaver II (3)  
 CIS 62A, Flash I (3)  
 CIS 88A, Independent Studies in CIS (1)

Select two of the following courses to total 37 units: (6 units)

CIS 55, Advanced Web Page Development and Scripting (3)  
 CIS 62B, Flash II (3)  
 CIS 66, FLEX (3)  
 CIS 67, WordPress (3)

### CERTIFICATES OF ACHIEVEMENT

At least 50% of the required units for a Certificate of Achievement must be completed at Santa Monica College.

Students must receive a grade of C or higher in each course to successfully complete a Certificate of Achievement.

### Computer Business Applications (27 units)

A Certificate of Achievement is granted in Computer Business Applications upon completion of the 27 required units listed under Computer Business Application Associate degree.

Students who successfully complete the Computer Business Application Certificate of Achievement may elect to receive an Associate degree by satisfying additional general education requirements listed on the Associate degree.

### Website Software Specialist (37 units)

A Certificate of Achievement is granted in Website Software Specialist upon completion of the 37 required units listed under Website Software Specialist Associate degree.

Students who successfully complete the Website Software Specialist Certificate of Achievement may elect to receive an Associate degree by satisfying additional general education requirements listed on the Associate degree.

### DEPARTMENT CERTIFICATES

At least 50% of the required units for a Department Certificate must be completed at Santa Monica College.

Students must receive a grade of C or higher in each course to successfully complete a Department Certificate.

### Digital Publishing (formerly Desktop Publishing) (17 units)

Using computer software, such as Adobe Photoshop, Adobe InDesign, and Microsoft Word, desktop publishing specialists format and combine text, numerical data, photographs, charts, drawings, and other visual graphic elements to produce publication-ready material. Depending on the nature of the project, desktop publishing specialists may also write and edit text, create graphics to accompany text, convert photographs and drawings into digital graphics, manipulate the converted images, and design page layouts.

**Program Learning Outcomes:** Upon completion of the program:

1. Given client data, students will utilize marketing research tools, apply creative techniques, choose and utilize appropriate software program(s), and analyze and solve graphic design and page layout problems to produce an effective publication.
2. Working as a member of a Digital Publishing team, students will demonstrate professional work habits, meet scheduled timeline milestones and deadlines, and communicate effectively via oral presentations and written documents.

*Required Courses: (16 units)*

CIS 36P, Microsoft PowerPoint (1)  
 CIS 37A, Microsoft Word I (3)  
 CIS 40, InDesign (3)  
 CIS 60A, Photoshop I (3)  
 CIS 64, Illustrator (3)  
 OFTECH 5, English Skills for the Office (3)

Select one unit from the following keyboarding courses:

OFTECH 1, Keyboarding I (3)  
 OFTECH 1A, Keyboarding 1A (1)  
 OFTECH 1B, Keyboarding 1B (1)  
 OFTECH 1C, Keyboarding 1C (1)  
 OFTECH 9, Keyboarding Improvement (1)