



*Certificate of Achievement – Level I*  
***Digital Administration and Marketing (NMC Code 048)***  
*Course Sequence Guide*  
 Effective Fall 2019 (Updated 3/2019)

YEAR 1 - FALL SEMESTER			Credits	Contacts	Grade	Comments
CIT	100	Computers in Business	3	3		
MKT	201	Principles of Marketing	3	3		
Elective		Directed Elective (see list below)	3-4	3-4		
<b>Total</b>			<b>9-10</b>	<b>9-10</b>		
YEAR 1 - SPRING SEMESTER			Credits	Contacts	Grade	Comments
CIT	180	HTML and CSS Programming	3	4		
MKT	208	Digital Marketing	2	2		
Elective		Directed Elective (see list below)	3	3		
<b>Total</b>			<b>8</b>	<b>9</b>		
<b>Program Total</b>			<b>17-18</b>	<b>18-19</b>		

Directed Electives – choose any combination for 6 credits:

ACC 121	Accounting Principles I	4
BUS 231	Professional Communications	3
CIT 110	Programming Logic and Design	3
CIT 119	Microsoft Office – Word	3
CIT 178	Relational Databases	3
CIT 210	Microsoft Office – Excel	3
CIT 216	Computerized Acctg Systems	3
MKT 241	Principles of Advertising	3
VCA 127	Digital Imaging	3
VCA 150	Digital Graphic Design I	3