



# Discover

## Schoolcraft College

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### Business Information Technology

Information Technology (IT) professionals speak one language while business professionals speak another. In many organizations there is a growing need for people who are fluent in both languages and who can serve as a liaison between business people and the IT department.

If you like to work with people, are good at solving problems and are able to manage multiple projects at the same time, you could have a future in this growing field, which has become known as Business Information Technology.

Schoolcraft also offers Office Information Systems. See our catalog or website for details.

### FREQUENTLY ASKED QUESTIONS

#### What Does a BUSINESS INFORMATION TECHNOLOGY PROFESSIONAL Do?

He or she helps the organization determine the best use of automated systems in solving complex business problems. Projects begin with the Business Information Technology professional analyzing current procedures and may culminate with him or her creating end-user documentation and installation procedures and coordinating operations training and hardware purchases.

#### What Characteristics Do I Need To Work In This Field?

The Business Information Technology professional will possess excellent analytical and problem-solving skills as well as the ability to manage multiple assignments simultaneously while meeting deadlines and quality standards. Excellent written and verbal communication skills are essential.

#### Where Could I Find a Job?

Information Technology is a part of all organizations, both big and small. The Business Information Technology professional will have opportunities in both the business and educational sectors. Jobs may be found in firms that need computer systems analysts, computer support specialists and database administrators.

#### What Is My Employment Outlook?

Employment opportunities for Computer Systems Analysts and Database Administrators are expected to grow faster than the average for all occupations through the year 2020. Opportunities for Computer Support Specialists are expected to grow as fast as the average.

#### Related Websites

Service & Support Professionals Association (SSPA): [www.thesspa.com](http://www.thesspa.com)

IEEE Computer Society: [www.computer.org](http://www.computer.org)

Association for Project Management: [www.pmforum.org](http://www.pmforum.org)

#### For More Information

Visit [www.schoolcraft.edu](http://www.schoolcraft.edu) where you can view course and program information, schedule a campus tour, apply for admission, register for courses, and request more information.

Contact the Admissions and Enrollment Center at 734-462-4426 with additional questions.

### employment

#### JOB TITLES & MEDIAN SALARIES OR HOURLY RATES

**Computer Support Specialist**  
\$41,735 (Michigan)

**Computer Systems Analyst**  
\$59,439\* (Michigan)

**Database Administrator**  
\$44,417 (Michigan)

\*Educational requirements:  
bachelor's degree or higher.

## Program Requirements 2012-2013 CATALOG

### BUSINESS INFORMATION TECHNOLOGY ASSOCIATE DEGREE

Schoolcraft program code # AAS.00277

The Business Information Technology program is designed to meet the growing needs of industry for a new category of Information Technology professional. Today's employers increasingly request graduates who have a sound business background combined with the ability to develop or manage business computer systems.

This is a fast growing field with continual changes in hardware, software and procedures. The widespread use of computers in all areas of businesses has generated new positions and expanded opportunities in Information

Technology. Effective use of technology enables businesses to serve customers better; access more information, be more flexible in responding to business changes and increase employee productivity.

All courses are not offered each semester. Students should work with the Counseling Center to set up a schedule that will work for them. Students who satisfactorily complete all College Requirements qualify for an Associate in Applied Science Degree.

#### SAMPLE SCHEDULE OF COURSES

##### FIRST YEAR

##### Fall Semester

ENG 101	English Composition 1	3
BUS 101	Introduction to Business	3
CIS 125	Principles of Information Security	3
CIS 120	Software Applications	3
Elective	Select from the list below	3

**15**

##### Winter Semester

English	Select 1	3
ENG 102	English Composition 2	
ENG 106	Business English	
MATH 113	Intermediate Algebra for College Students	4
BUS 217	Business Management	3
CIS 129	Introduction to Programming Logic	3
CIS Elective	Select any CIS course from the list below	2-3

**15-16**

##### Spring/Summer Session

Social Science	Select 1	3-4
POLS 105	Survey of American Government	
PSYCH 153	Human Relations	
PYSCH 201	General Psychology	
COMA 103	Fundamentals of Speech	3

**6-7**

##### SECOND YEAR Fall Semester

BUS 220	Supervision	3
CIS 250	Systems Development and Design	4
CIS Elective	Select any CIS course from the list below	2-3
Science*	Select any General Education Science course	4

**13-14**

##### Winter Semester

CIS 251	IT Project Management	3
ACCT 201	Principles of Accounting I	4
ECON 201	Principles of Macroeconomics	4
Elective	Select from the list below	3

**14**

**PROGRAM TOTAL 63-66 CREDITS**

\* Number of credits may vary depending on the General Education Science course selection.

Students planning to transfer should check the transfer institution's requirements/guides or discuss their options with a counselor or advisor. Number of credits may vary depending on the course selection.

#### ELECTIVES

BUS 207	Business Law 1	3
BUS 208	Business Law 2	3
BUS 215	Business on the Web	3
BUS 221**	Statistical Inference for Management Decisions	3
BUS 226	Principles of Marketing	3
CIS 170	Microsoft Windows	3
CIS 171	Introduction to Networking	3
CIS 176	Visual Basic.NET	3
CIS 185	Introduction to HTML	3
CIS 211	Introduction to C++	2
CIS 221	Advanced C++	2
CIS 223	Introduction to C#	3
CIS 225	Database Management Systems	3
CIS 235	Managing and Troubleshooting PCs	3
CIS 265	Networking 1	3
CIS 276	Networking 2	3
CIS 290	Object-Oriented Programming With Java	3

\*\* This course is designed for students pursuing the Walsh College Honors Fast Track Program.



# INFORMATION TECHNOLOGY

## BUSINESS INFORMATION TECHNOLOGY CERTIFICATE

Schoolcraft program code # 1YC.00242

The Business Information Technology program is designed to meet the growing needs of industry for a new category of Information Technology professional. Today's employers increasingly requests graduates who have of a sound business background combined with the ability to develop or manage business computer systems.

This is a fast growing field with continual changes in hardware, software and procedures. The widespread use of computers in all areas of business has generated new positions and expanded opportunities Information Technology.

Effective use of technology enables businesses to serve customers better, access more information, be more flexible in responding to business changes and increase employee productivity.

This certificate is designed to provide students with an overview of business and computer systems. All courses are not offered each semester. Students should work with the Counseling Center to set up a schedule that will work for them. Students who satisfactorily complete the Program Courses and Electives qualify for a Certificate of Program Completion.

### SAMPLE SCHEDULE OF COURSES

FIRST YEAR		Fall Semester	
BUS 101	Introduction to Business	.....	3
CIS 120	Software Applications	.....	3
CIS 129	Introduction to Programming Logic	.....	3
CIS 125	Principles of Information Security	.....	3
CIS Elective	Select any CIS course listed below	.....	2-3
<b>14-15</b>			
		Winter Semester	
ACCT 201	Principles of Accounting I	.....	4
CIS 251	IT Project Management	.....	3
BUS 220	Supervision	.....	3
CIS 250	Systems Development and Design	.....	4
<b>14</b>			
		Spring Session	
BUS 217	Business Management	.....	3
Elective	Select from the list below	.....	2-3
<b>5-6</b>			

**PROGRAM TOTAL 33-35 CREDITS**

### Electives

BUS 207	Business Law 1	.....	3
BUS 208	Business Law 2	.....	3
BUS 215	Business on the Web	.....	3
BUS 226	Principles of Marketing	.....	3
CIS 170	Microsoft Windows	.....	3
CIS 171	Introduction to Networking	.....	3
CIS 176	Visual Basic.NET	.....	3
CIS 185	Introduction to HTML	.....	3
CIS 211	Introduction to C++	.....	2
CIS 221	Advanced C++	.....	2
CIS 223	Introduction to C#	.....	3
CIS 225	Database Management Systems	.....	3
CIS 235	Managing and Troubleshooting PCs	.....	3
CIS 265	Networking 1	.....	3
CIS 276	Networking 2	.....	3
CIS 290	Object-Oriented Programming With Java	.....	3

Go to [www.schoolcraft.edu/academicprograms](http://www.schoolcraft.edu/academicprograms) to see the **Gainful Employment Disclosure** which includes additional information about this program, such as program costs, student graduation rates, and the median debt of students who complete the program.



Virtually any program at Schoolcraft College can be a transfer program if you plan to continue at a four-year institution to earn a bachelor's degree in your major. Visit [www.schoolcraft.edu/transfer](http://www.schoolcraft.edu/transfer) for information about transfer options. To ensure that the Schoolcraft courses you select are the specific ones required by the four-year college of your choice, be sure to consult regularly with your counselor/advisor.

