

# Dakota County Technical College

## ELEC 1138: Computer Applications for Electricians

### A. COURSE DESCRIPTION

Credits: 2

Lecture Hours/Week: 1

Lab Hours/Week: 1

OJT Hours/Week: \*.\*

Prerequisites: None

Corequisites: None

MnTC Goals: None

This course covers the basics of using Personal Computers (PC's) and the Microsoft Office Professional suite of programs, including Word, Excel and PowerPoint to create documents, spreadsheets and presentations. Students will also be introduced to the Internet, electrical industry applications and e-mail.

**B. COURSE EFFECTIVE DATES:** 12/10/2010 - 05/17/2016

### C. OUTLINE OF MAJOR CONTENT AREAS

None

### D. LEARNING OUTCOMES (General)

None

### E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

None

### F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

### G. SPECIAL INFORMATION

None noted