

# COURSE CALENDAR 2010

## CENTER FOR ACCOUNTING & IT: INFORMATION TECHNOLOGY COURSES

NO	COURSE TITLE	Duration	CODE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
1	MS Access 2007 - Basic	4	340B		7-10			9-12					10-13		
2	MS Access 2007 - Intermediate	4	340I						6-9						26-29
3	MS Access 2007 - Advanced	4	340A											21-24	
4	MS Excel 2007 - Basic	4	315B	17-20	7-10	7-10	25-28	3-6	6-9	4-7		26-29	17-20	28 ..	.. 1 & 26-29
5	MS Excel 2007 - Intermediate	4	315I	24-27	21-24	7-10	4-7	9-12	13-16 & 20-23	4-7		19-22	3-6		20-23
6	MS Excel 2007 - Advanced	4	315A				18-21								20-23
7	MS Word 2007 - Basic	4	330B			14-17			13-16				10-13		
8	MS Word 2007 - Intermediate	4	330I		14-17			23-26			29..	..1			
9	MS Word 2007 - Advanced	4	330A					16-19						7-10	
10	MS PowerPoint 2007	4	350	24-27		21-24		16-19					17-20		
11	MS Outlook 2007	4	356	17-20								19-22			
12	MS Project 2007	4	395			21-24			20-23					7-10	
13	Management of Information Security	4	328A											28 ..	.. 1
14	Project Management - Fundamentals	4	394F		14-17			23-26					3-6		
15	Project Management - Scheduling & Cost Control <b>(NEW)</b>	5	394C			28 ...	... 1		6-10					21-25	
16	IT Project Management	4	394A											21-24	
17	Business Continuity Management - BCM	4	380			14-17							24-27		
18	Problem Solving Cases in MS Access 2007 & MS Excel 2007 <b>(NEW)</b>	4	304				25-28								
19	Information Technology for Managers <b>(NEW)</b>	3	305						27-29						
20	Principle of Customer Relationship Management (A Technology View) <b>(NEW)</b>	2	306								29-30				
21	Ethics in Information Technology <b>(NEW)</b>	2	307							11-12					