OAD 247: Special Projects

This course is designed to provide the student with an opportunity for the expansion of knowledge in an area of special interest under the direct supervision of the instructor. Emphasis is on the student's use of modern technology to study, research and/or accumulate additional knowledge or improve skills in a specialized office support area. Upon completion, the student should be able to demonstrate enhanced knowledge and/or skill gained through an individualized project.

Credits: 3
Transfer Code: Code C
Prerequisites:
OAD 243 or permission of instructor
Program: Office Administration
Semester Offered:
Spring
Summer