

BIS 1230 – Spreadsheet Software

Credit Type – **Articulated** (AA)



MIAMI VALLEY
TECHPREP
CONSORTIUM

Course Description and Learning Outcomes:	
https://www.sinclair.edu/course/params/subject/BIS/courseNo/1230/	
Faculty Pathway Specialist(s) (Please include name, email and office hours):	
Ryan Murphy – Ryan.Murphy@sinclair.edu	
What credential(s) is/are required to earn this credit?	
Articulated credit will be awarded if a student passes the Microsoft Office Specialist (MOS) Excel Associate and Expert certification exams.	
What credentialing body(ies) should be used?	
Microsoft	
What documentation is required to earn the credit?	
Proof of passing the Microsoft Office Specialist (MOS) certification exams	
Resources Needed to Offer Course (software, equipment, books [include ISBN and edition], etc. – please include any associated costs):	
Tech Prep students must test using Office 365/2021	
Additional course details or requirements important for instructors not covered above:	
N/A	
Most common (or popular) degrees this course is in?	
BIS.S.AAS	Business Information Systems
BUIP.S.CRT	Business Information Systems/Information Processing
BUMS.S.CRT	Business Information Systems/Medical Office Specialist
CC.S.STC	Call Center/Customer Service
DATA.S.AAS	Data Analytics
DIM.S.STC	Data and Information Management
DL.S.CRT	Data Literacy Foundation
PCB.S.CRT	Personal Computers in Business
SA.S.STC	Software Applications for the Professional
SCM.S.AAS	Supply Chain Management
SUP.S.CRT	Computer Support Technician