Accounting/Administrative Office Technology/ Agriculture/Automotive Technology

2012-2013 Course Information
*Syllabus for each course applies to all sections unless otherwise specified.

ACCOUNTING

Transfer Courses
ACCT 2401 Principles of Accounting I - Financial
ACCT 2402 Principles of Accounting II – Managerial

ADMINISTRATIVE OFFICE TECHNOLOGY

Career and Technical Courses
ACNT 1303 Introduction to Accounting I
ACNT 1304 Introduction to Accounting II
ITSC 1409 Integrated Software Applications I
ITSW 1401 Intro to Word Processing
POFI 1349 Spreadsheets
POFI 2431 Desktop Publishing
POFT 1309 Administrative Office Procedures I
POFT 1325 Business Math and Machine Applications
POFT 1349 Administrative Office Procedures II
POFT 1429 Beginning Keyboarding
POFT 2312 Business Correspondence and Communications
POFT 2401 Intermediate Keyboarding

AGRICULTURE

Transfer Courses
AGRI 1131 The Agricultural Industry
ARGI 1325 Marketing of Agricultural Products
AGRI 1407 Agronomy
AGRI 1419 Introductory Animal Science
AGRI 2321 Livestock Evaluation I

AUTOMOTIVE TECHNOLOGY

Career and Technical Courses
AUMT 1267 Practicum-Auto. Mechanic/Tech.
AUMT 1407 Automotive Electrical Systems
AUMT 1410 Automotive Brake Systems
AUMT 1416 Automotive Suspension & Steering
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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>AUMT 1419</td>
<td>Automotive Engine Repair</td>
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<tr>
<td>AUMT 1445</td>
<td>Automotive Climate Control Systems</td>
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<tr>
<td>AUMT 1472</td>
<td>High Performance Modification: Theory</td>
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<tr>
<td>AUMT 2310</td>
<td>Automotive Service Consultant</td>
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<tr>
<td>AUMT 2417</td>
<td>Automotive Engine Performance Analysis</td>
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