

## **Business Computer Information Systems I**

PEIMS Number: 12011200\* (BEGBCIS1)

Grade Placement: 9-10

Credit: ½-1

Prerequisite: Keyboarding, ½ credit or equivalent ^^

Develops technology skills with applications to personal or business situations focusing on word processing, spreadsheets, data bases, telecommunications, desktop publishing, presentation management, networking, operating systems, and emerging technologies; and develops intermediate-level skills.

*This course meets the requirements for one credit of Technology Applications.*

Texas

## **Business Computer Information Systems II**

PEIMS Number: 12031300\* (ADVBCIS1)

Grade Placement: 10-12

Credit: ½-1

Prerequisite: Business Computer Information System I

Provides advanced technology skills required in the business environment; includes workplace technology standards in applications of word processing, spreadsheets, data bases, telecommunications, desktop publishing, presentation management, networking, operating systems, and emerging technologies; and develops advanced level skills.

*This course meets the requirements for one credit of Technology Applications.*

Business Computer Programming I