CAREER SKILLS FOR
Associate of Technical Studies Degree in Computer Information Technology

ADDITIONAL RESOURCES
Association for Information Systems (AIS)
aisnet.org
Association of Information Technology Professionals (AITP)
aitp.org
Cisco (CNNA)
acisco.com
CompTIA (A+, Network+ and Security+)
comptia.org
Information Technology Association of America (ITAA)
itaa.org
Microsoft (MOS, MCTS, MCITP)
microsoft.com/learning
Oracle (OCA, OCP)
academy.oracle.com

PROFESSIONAL ASSOCIATIONS
Association for Computing Machinery
acm.org
NEOSA
cose.org/neosa

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Opportunity starts HERE
lakelandcc.edu
The Associate of Technical Studies degree in computer information technology will prepare graduates for career objectives requiring more than one computer-related specialization. Specializations can be combined from within, but not limited to, areas such as computer network support, computer user support, computer programming, data information analysis and media studies. Available courses include those that prepare for industry certification from Cisco, CompTIA, Google, Microsoft and Oracle. Use this fact sheet to investigate your academic and career options and to master your job search.

Admissions requirements include the creation of an individualized degree plan in conjunction with and approved by an information technology and computer science faculty member.

*Courses taken prior to approval of the degree plan may or may not be approved for inclusion in this degree program.

**JOB-SPECIFIC SKILLS**

Skills and knowledge you will obtain at Lakeland to prepare for a successful career in the field.

**HARDWARE/SOFTWARE SKILLS:**
- Computer maintenance and optimization
- Hardware operation and troubleshooting
- Interface workstation on a network
- Understand the hardware and software used in a network (servers, switches and routers)
- Knowledge and application of Microsoft Office applications (Word, Excel, PowerPoint and Access)
- Write basic reports using Structured Query Language (SQL)
- Administer and configure networking applications

**PROGRAMMING SKILLS:**
- Use logic and problem solving
- Basic programming languages

**DESKTOP OPERATING SYSTEMS AND NETWORK SKILLS:**
- File management (organize, file and store)
- Install, troubleshoot and set up network clients
- Knowledge of how specific operating systems work (Windows, Mac, iOS and Android)
- Knowledge of local area networking (LAN), wide area networking (WAN) and telecommunications protocols
- Set up and connect client to Windows server
- Support various environments

**GENERAL MANAGEMENT SKILLS:**
- Decision making
- Leadership
- Presentation preparation
- Project and time management
Credits transfer easily to four-year colleges and universities. Speak with a counselor and Lakeland’s Transfer Center for more information on credit transfer.

The Holden University Center of Lakeland Community College gives you convenient access to complete a bachelor’s or graduate degree from a variety of leading colleges and universities from right here in Lake County!

CREDIT for PRIOR LEARNING

Lakeland’s Information Technology and Computer Science faculty encourages efficiency in academic progress. You can, with the permission of our department faculty members, substitute some specific courses or receive credit by examination. The credit by exam procedure requires you to take an examination to show proficiency in all the material taught in a particular class.

VENDOR CERTIFICATIONS

Earning vendor certification(s) can be an important addition when combined with a college degree for entry-level positions for upgrading to another position. You can learn skills by taking courses at Lakeland to help complete certification exams. Some relevant certifications are:

- Cisco Certified Network Association (CCNA)
- CompTIA A+
- CompTIA Network+
- CompTIA Security+
- Google
- Microsoft Certified IT Professional (MCITP)
- Microsoft Certified Technology Specialist (MCTS)
- Oracle Certified Associate
- Oracle Certified DBA

*Some positions may require a bachelor's degree or higher and/or vendor certification.

RELATED JOB TITLES

Note: This is only a representative list and does not exhaust all possible titles in the field.

- Computer Network Specialist
- Computer User Support
- Computer Programmer
- Data Information Analyst
- Media Technologist

TRANSFERABLE SKILLS

Skills you have acquired throughout your life that will help you excel in the field include:

- Ability to multitask
- Leadership
- Logical thinking
- Organizational proficiency
- Penchant for learning
- Problem-solving
- Verbal and written communication

CREDITS TRANSFER

Note: This is only a representative list and does not exhaust all possible titles in the field.
Software developers invent the technologies - apps, social media, software, etc. - we can’t imagine living without.

Data scientists use statistics, quantitative reasoning and computer programming technologies to glean insights from large amounts of data.

IT managers analyze, coordinate, install and maintain an organization’s technology needs.

Information security analysts plan and execute security measures to shield an organization’s computer systems and networks.

Computer systems analysts leverage knowledge of IT and business to design better computer systems and processes for their clients.

Computer network architects design, build and maintain a communication network, from cloud infrastructures to smaller intranets.

Database administrators set up databases according to a company’s needs and make sure they operate efficiently.

Computer support specialists work directly with users to find and fix software and hardware issues.

Computer systems administrators set up and maintain an organization’s computer servers, ensuring workflow and open communications.

Web developers are responsible for creating websites, from design to navigation and user experience.

Rankings used here are according to 2021 publication of money.usnews.com/careers/best-jobs/rankings/best-technology-jobs.