MCC MONROE COMMUNITY COLLEGE
STATE UNIVERSITY OF NEW YORK

Information and Computer Technologies Department

CRC 125 Microsoft Office

Fall 2012

Provides an in-depth, hands-on introduction to major application software programs found in the Microsoft Office Package. The following software will be utilized:

- Word (word processing)
- Excel (spreadsheet)
- Access (database management)
- PowerPoint (presentation)

Basic knowledge of the PC keyboard and mouse are recommended prior to enrollment in this course.
Four Class Hours.
**Not open to students who have taken CRC 113, CRC 115, CRC 116, and CRC 117.

(Formerly ITG 102 Computer Applications Software)

Register online via BANNER.

For more information contact your primary course advisor, the MCC Counseling and Advising Office or the Information and Computer Technologies Dept. at 292-2057.