

## **How and Where to Earn Industry Certification (MCAS—Microsoft Certified Application Specialist)**

One can earn a degree, a certificate, and/or a letter of recognition from Anne Arundel Community College as well as earn industry certification(s) at the same time through the program curriculum.

### **Personal Computer Systems Technology, Personal Computer Systems Technology Option, A.A.S. Degree:**

- MCAS Word 2007
- MCAS PowerPoint 2007
- MCAS Excel 2007
- MCAS Access 2007
- MCAS Outlook 2007

### **Business Enterprise Systems Information Systems Option, A.A.S. Degree:**

- MCAS Access 2007
- MCAS Outlook 2007

### **Personal Computer Systems Technology Database Administration Option, Certificate:**

- MCAS Access 2007

### **Personal Computer Systems Technology Personal Computer Specialist Option, Certificate:**

- MCAS Word 2007
- MCAS PowerPoint 2007
- MCAS Excel 2007
- MCAS Access 2007
- MCAS Outlook 2007

### **Personal Computer Systems Technology Electronic Office Option, Certificate:**

- MCAS Word 2007
- MCAS Excel 2007
- MCAS Access 2007
- MCAS Outlook 2007

### **Personal Computer Systems Technology Help Desk Option, Certificate:**

- MCAS Word 2007
- MCAS PowerPoint 2007
- MCAS Excel 2007
- MCAS Access 2007
- MCAS Outlook 2007

### **Personal Computer Systems Technology Personal Computer Technician Option, Certificate:**

- MCAS Word 2007
- MCAS Excel 2007
- MCAS Access 2007

### **Business Management Database Administration Option, Certificate:**

- MCAS Access 2007

### **Business Management Business Office Management Option, Certificate:**

- MCAS Word 2007
- MCAS Excel 2007

### **Business Support Specialist Certificate:**

- MCAS Word 2007
- MCAS Excel 2007

### **Personal Computer Systems Technology Office Applications Specialist Letter of Recognition:**

- MCAS Word 2007
- MCAS Excel 2007
- MCAS Access 2007

### **Personal Computer Systems Technology Office Applications Specialist Letter of Recognition:**

- MCAS Outlook 2007

### **Business Management Business Analyst Option Letter of Recognition:**

- MCAS Access 2007

### **Business Management Office Support Option Letter of Recognition:**

- MCAS Outlook 2007