

CERTIFICATE PROGRAM

Danville Area Community College  
2010-2011

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## Desktop Publishing

### Certificate Program

This program is designed to provide entry level employment skills using desktop publishing and graphics design software.

It is strongly suggested that students complete the Office Assistant Certificate before enrolling in this certificate.

REQUIRED COURSES	HOURS	F,S,I,SU	GRADE
BOFF 180 Layout and Design	2		
# BOFF 217 InDesign (pre: BOFF 130, BOFF 180)	3		
# BOFF 219 Publisher (pre: BOFF 130)	2		
# BOFF 220 Photoshop	2		
# BOFF 227 PowerPoint (pre: BOFF 130)	3		

Total 12

# Prerequisite: BOFF 130 Windows class (or concurrent enrollment) or a qualifying score on the Windows Placement Test.

Enrollment in developmental classes may increase the length of time it takes to complete a certificate.