

SKILL SETS - Computing Science Diploma

Hardware	WT 1	WT 2/3	Grad
Networking Hardware	•	•	•
Computer Architecture - PC	•	•	•
PC Hardware Configuration & Installation	•	•	•
Basic Troubleshooting	•	•	•

Operating Systems:

Window 95 and NT	•	•	•
VAX/VMS	•	•	•
UNIX		•	•

Use of Applications:

Spreadsheet software	•	•	•
Work-processing	•	•	•
Statistical Packages		•	•
Database Management Concepts & Implementation		•	•
Database Packages		•	•
Decision Support Systems			•

Programming Skills:

Object Oriented Programming & Methodology	•	•	•
Visual Basic 6.0	•	•	•
Visual C++		•	•
VAX COBOL	•	•	•
Software Testing	•	•	•
File Handling	•	•	•

Database Interface	•	•	•
Understanding & Using Data Structures		•	•
SQL		•	•

Analysis, Synthesis, & Design:

Spreadsheet software		•	•
Analysis of System		•	•
Data Gathering Techniques		•	•
Determining User Requirements		•	•
Documentation		•	•
Hardware & Software Evaluation		•	•
Interviewing Skills		•	•
Object Oriented Design		•	•
Use of Systems Life Cycle Methodology		•	•
Prototyping		•	•
Multimedia Techniques			•
Structured Design			•
Office Automation			•

Communication Skills

End-user Support	•	•	•
Team Work	•	•	•
Documentation - program, system and user	•	•	•
Business Writing	•	•	•
Technical Report Writing	•	•	•
Verbal Presentations	•	•	•

Interviewing Skills		•	•
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Business Related Skills:

Accounting Fundamentals	•	•	•
Statistics		•	•
Business and Management Principles			•
Business Systems Applications: (A/R, A/P, Inventory, Order Entry, Fixed Assets, Sales Analysis, Scheduling)			•
Project Management Principles			•
Design & Implementation of a Live Project			•