

# Office Systems Management Minor

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<b>Code</b>	<b>Title</b>	<b>Hours</b>
Select 15 hours from the following:		
CTCT 2200	Computer Literacy in Business Education	3
CTCT 3000	Leadership Skills for Personal and Organizational Development	3
CTCT 4970	Special Topics in Area of Specialization	1-3
CTCT 5200	Records Management Systems	3
CTCT 5240	Multimedia Design	3
CTCT 5250	Information Design & Analysis	3
CTCT 5260	Applied Computer Technology	3
CTCT 5940	Work Experience in Information Technology	3