

# Vocational Skills

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The vocational skills program is one of the most established and respected programs within the vocational skills discipline. It is a computer-based program in which vocational skills theory and practice receive equal emphasis as applied to both financial and managerial vocational skills issues. It intends to support the career objectives of those looking to enter the job market upon graduation, as well as the academic needs of those looking to pursue advanced degrees. Required course work covers areas critical to success in today's vocational skills workplace:

- Technical vocational skills knowledge
- Communication and interpersonal skills
- Career-related computer literacy
- A laptop computer is recommended, but not required, for students entering the vocational skills program.

## Courses

Course Number	Course Title	Credits
VOCSK 0611	Employment Skills I	2 Credits
VOCSK 0612	Employment Skills II	2 Credits
VOCSK 0620	Keyboard Skills	2 Credits
VOCSK 0621	Computer Skills I	2 Credits
VOCSK 0622	Computer Skills II	2 Credits
VOCSK 0625	General Office Skills I	2 Credits
VOCSK 0631	Automotive Skills I	2 Credits
VOCSK 0641	Food Service Skills I	2 Credits
VOCSK 0642	Food Service Skills II	2 Credits
VOCSK 0651	Hospitality Skills I	2 Credits
VOCSK 0661	Horticulture Skills I	2 Credits