



# Digital Knowledge Analysis Certificate

The Digital Knowledge Analysis Certificate is designed to provide a foundation in the study of digital knowledge analysis, incorporating computer information systems and computer science, to meet the growing need for business analysis using available digital software.

## Digital Knowledge Analysis Curriculum

### Curriculum

#### Program Courses

Course Code	Title	Course Outlines	Goal Areas	Credits
<a href="#">CIS 1101</a>	Business Computer Systems I <b>or</b>	<a href="#">View-CIS 1101</a>	n/a	3
<a href="#">CSCI 1000</a>	Computer Basics <b>and</b>	<a href="#">View-CSCI 1000</a>	n/a	3
<a href="#">CIS 1240</a>	Information Management: Access <b>and</b>	<a href="#">View-CIS 1240</a>	n/a	3
<a href="#">CSCI 1040</a>	Fundamentals of Structured Query Language (SQL) <b>and</b>	<a href="#">View-CSCI 1040</a>	n/a	3
<a href="#">CIS 1220</a>	Decision Making Excel	<a href="#">View-CIS 1220</a>	n/a	3
<b>Total Credits Required</b>			<b>12</b>	

### Program Overview

## 2024-2025

The Digital Knowledge Analysis Certificate is designed to provide a foundation in the study of digital knowledge analysis incorporating computer information systems and computer science to meet the growing need for business analysis using available digital software. The program is designed for students who plan to complete the certificate, complete an associate's degree, complete a four year degree, or returning students who are seeking additional skills.

This certificate supports the 2015 Minnesota Legislation Educational Attainment Goal 2025: Working to increase the percent of Minnesotans age 25-44 who have attained a postsecondary certificate or degree to 70% by 2025.

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## Program Outcomes

- Create, format, analyze, and present documents such as Word documents, Excel documents, Access documents, and PowerPoint presentations to effectively communicate in business in accordance with professional standards.
- Analyze data presented in business cases requiring information management effectively using Access to create databases to show information in a variety of formats.
- Use SQL Server integrated information for query building by analyzing the results.
- Develop, analyze, and evaluate spreadsheets using advanced technical skills. Students will think critically, independently, creatively and resourcefully to apply knowledge to solve new problems and provide information to guide business decision making, complete real world business tasks, use ethical practices and communicate results.

## Program Maps

Program roadmaps provide students with a guide to understand the recommended course sequence to complete their degree.

- [Digital Knowledge Analysis Certificate Program Roadmap Full Time](#)
  - [Digital Knowledge Analysis Certificate Program Roadmap Part Time](#)
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## Career Opportunities

Information on careers, including career descriptions, salary data, and employment outlook is available on the [Bureau of Labor Statistics website](#) and [O\\*Net Online website](#).

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## Transfer Information

If you are planning on transferring to another institution, follow the guidelines available on our transfer resources web page to help you plan the process: [Transfer Information](#)

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## Degree Information

Certificates may be earned for successful completion of courses in a specialized program of study with a minimum grade point average of 2.00 (C). A certificate shall include 9 to 30 semester credits. At least one third of the total credits required for each certificate must be completed at North Hennepin Community College.

**Developmental Courses** Some students may need preparatory course(s) in Math and/or English. Courses numbered below 1000 will not apply toward a degree.

**Equal Opportunity Employer and Disability Access Information** North Hennepin Community College is a member of Minnesota State Colleges and Universities system and an equal opportunity employer and educator. This document is available in alternative formats to individuals with disabilities by calling 7634930555 or through the Minnesota Relay Service at 18006273529.

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## Accreditation

North Hennepin Community College is accredited by the Higher Learning Commission ([hlcommission.org](https://hlcommission.org)), an institutional accreditation agency recognized by the U.S. Department of Education.

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