COMPUTER APPLICATIONS AND OFFICE TECHNOLOGIES DEPARTMENT

Technology & Logistics Program

Technology & Logistics

Certificate of Achievement

The Technology & Logistics Certificate of Achievement is designed for students who intend to pursue the field of logistics as a career path. Logistics is the management and control of all aspects of the movement of goods, energy, services, information, and people. Warehouse and distribution operations, flow of goods and documents, shipping and receiving concepts, communication skills, teamwork, customer service, applied math, and warehousing/inventory software will be covered. Students will also gain a knowledge and application of new technologies, including RFID, GIS, and GPS which coordinate the process and expedite the distribution of goods and services.

Complete these 10 classes with a total of 24 units:

LOGISTICS 101 - Technology in Global Logistics (CSU) (1 unit)
LOGISTICS 102 - Concepts in Global Logistics (CSU) (2 units)
LOGISTICS 103 - Inventory in Global Logistics (CSU) (2 units)
LOGISTICS 104 - Logistics: Cornerstone Essentials (CSU) (3 units)
LOGISTICS 105 - Green Logistics and GIS Technology (CSU) (3 units)
CAOT 32 - Business Communications (Advisory course: CAOT 1, and 31) (CSU) (3 units)
CAOT 35 - Concepts in Information Systems (UC:CSU) (3 units)
CAOT 48 - Customer Service (CSU) (3 units)
CAOT 82 - Microcomputer Software Survey in the Office (Advisory course: CAOT 1) (CSU) (3 units)

Complete ONE of the following courses:

CAOT 133 - How to Succeed in an Online Course (1 unit)
CAOT 145 - ePortfolio (1 unit)

Note: An advisory course is a condition of enrollment that a student is advised (but not required) to meet before, or in conjunction with, enrollment in a course.

East Los Angeles College, *1301 Avenida Cesar Chavez, Monterey Park, CA 91754*
Vicky Chang Career & Technology | E7 Building, 4th Floor, Room E7 411 or E7 420
Call 323 415 5399 or E mail serransn@laccd.edu
visit http://elac.edu/Academics/Departments/CAOT