

# JACKSON STATE COMMUNITY COLLEGE

## Course Program/Articulation Competencies

PLEASE TYPE OR PRINT CLEARLY:

Name \_\_\_\_\_ High School \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

### AGR 130-Introduction to Animal Science

The student should know the following:

- Identify terminology used in animal production.
- Identify various species produced in production operations.
- Identify qualities of good breeding stock.
- Demonstrate proper management practices.
- Demonstrate proper feeding methods.
- Identify diseases and parasites.
- Identify physical characteristics and desirable traits associated with selection and judging for all livestock.
- Identify terminology associated with parasites and diseases.
- Identify life-cycle stages of selected internal and external parasites.
- Identify selected infectious and selected non-infectious diseases.
- Identify information and label requirements of animal health products.
- Identify prevention and control of common parasites and diseases.
- Identify the digestive processes of ruminant and non-ruminant animals and the terminology associated with them.
- Understand the ways in which nutrients play different parts in the digestive process.
- Calculate digestible nutrients and the maximization of feed cost efficiency.
- Identify terminology associated with beef selection and judging.
- Identify Physical characteristics and desirable traits.
- Understand the history, development, and economic importance of the livestock industry.
- Identify the major breeds of livestock and livestock products.
- Understand livestock reproduction, breeding, gestation, and parturition.
- Understand the basic principles of feed and feeding.
- Understand the basic principles of maintaining good animal health.

I hereby attest that the student is able to perform all of the abilities listed above according to the guidelines previously set forth.

---

High School CTE Instructor's Signature

Date



**JACKSON STATE COMMUNITY COLLEGE**  
**Course Program/Articulation Competencies**

**PLEASE TYPE OR PRINT CLEARLY:**

Name \_\_\_\_\_ High School \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**AOM 103-Keyboarding Fundamentals**

The student should know the following:

- Label computer system components.
- Explain the use of computer system components.
- Boot, access, and exit software.
- Care for diskettes.
- Care for workstation and peripheral equipment.
- Position hands and body during keying for maximum efficiency.
- Apply ergonomic standards to keyboarding.
- Use proper fingers for touch- keying alphabetic, numeric, alphanumeric keys, and the ten-key number pad.
- Use function keys.
- Use mouse, pen, or other appropriate input devices.
- Type at 30 wpm for 5 minutes with 5 or less errors.
- Proofread for accuracy, content, correct grammar, spelling and punctuation.
- Key from edited (proofread) copy.
- Prepare letters and memorandums using an acceptable business format.
- Prepare short, simple reports using an acceptable business format.
- Apply basic word processing features to produce simple documents.
- Compose and key simple documents.
- Revise, edit, and spell check simple documents.
- Print simple documents.

I hereby attest that the student is able to perform all of the abilities listed above according to the guidelines previously set forth.

---

High School CTE Instructor's Signature

Date



**JACKSON STATE COMMUNITY COLLEGE**  
**Course Program/Articulation Competencies**

**PLEASE TYPE OR PRINT CLEARLY:**

Name \_\_\_\_\_ High School \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**AOM 111-Word Processing**

The student should know the following:

- Perfect basic keyboarding techniques.
- Improve straight-copy speed and accuracy.
- Be able to type the basic business letter styles with emphasis on special features, margin requirements, and placement.
- Be able to type addresses on the two popular size envelopes and correctly fold and insert letters into each.
- Print selected pages from a document and generate envelopes and labels.
- Know how to format bound, unbound and formal business reports with bibliographies and endnotes.
- Be able to arrange two, three and four column ruled tables vertically and horizontally.
- Recognize and be able to apply the use of rough-draft symbols.
- Know how to type business memorandums.
- Be able to perform simple production tasks in a specific period of time.
- Be able to incorporate general knowledge of Basic Language Arts rules used in document preparation.
- Be able to insert special symbols, bullets and numbers.
- Utilize special features in Word documents such as Auto Text, spacing between paragraphs, date and time, dropped capital letters and templates.
- Generate documents with custom tab settings, including left, right, center, decimal, and vertical tabs.
- Format and merge form files and data files to create personalized business documents such as letters and envelopes.
- Create document references such as headers, footers, footnotes, and endnotes.

I hereby attest that the student is able to perform all of the abilities listed above according to the guidelines previously set forth.

---

High School CTE Instructor's Signature

Date

**JACKSON STATE COMMUNITY COLLEGE**  
**Course Program/Articulation Competencies**

**PLEASE TYPE OR PRINT CLEARLY:**

Name \_\_\_\_\_ High School \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**AOM 262-Administrative Office Procedures**

**The student should know the following:**

- Describe the changing work environment.
- Identify the role and responsibilities of the administrative professional.
- Develop and use effective verbal and nonverbal communication skills.
- Develop and use effective written communication skills.
- Determine and practice the qualities and behaviors necessary in self-management.
- Demonstrate a commitment to continual learning in our technological age.
- Discover how information is transmitted electronically.
- Identify and use records management systems.
- Recognize the importance of ethical behavior.
- Develop time management skills.

**I hereby attest that the student is able to perform all of the abilities listed above according to the guidelines previously set forth.**

---

**High School CTE Instructor's Signature**

**Date**

# JACKSON STATE COMMUNITY COLLEGE

## Course Program/Articulation Competencies

PLEASE TYPE OR PRINT CLEARLY:

Name \_\_\_\_\_ High School \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

### BUS 111-Introduction to Business

The student should know the following:

- Understand the U.S. Free Enterprise System.
- Be aware of societal issues that are facing businesses today.
- Know various forms of business ownership and understand the complexities of each.
- Understand management's role in an organization.
- Be aware of the importance of human relations in management.
- Understand the marketing concept and its relationship to growing consumerism.
- Have a general knowledge of the various marketing channels and strategies used in these channels.
- Realize the importance of financing in today's business environment and management's alternatives in financial planning.
- Learn about today's securities market and be able to read stock information.
- Learn techniques for capturing and retrieving business data to help make better decisions in today's economic environment.

I hereby attest that the student is able to perform all of the abilities listed above according to the guidelines previously set forth.

---

High School CTE Instructor's Signature

Date

# JACKSON STATE COMMUNITY COLLEGE

## Course Program/Articulation Competencies

PLEASE TYPE OR PRINT CLEARLY:

Name \_\_\_\_\_ High School \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

### CIS 101-Software Applications

The student should know the following for File Management and E-mail:

- Describe Windows operating system.
- Identify the icons and objects on the Windows operating system desktop.
- Perform basic mouse operations.
- Scroll within, resize, and move a window.
- Close a window.
- Launch and close an application program.
- Save a document.
- Print a document.
- Use Windows operating system help.
- Properly shut down Windows operating system.
- Launch Windows Explorer.
- Display the contents of a folder.
- Expand and collapse a folder.
- Select and copy both a file and a group of files.
- Create, rename and delete a folder.
- Create, send, and receive e-mail with and without attachments.

Student should know the following for Document Processing:

- Create documents.
- Edit documents.
- Import Graphics.
- Use document processing help.
- Use headers and footers.
- Add footnotes.
- Create a text hyperlink.
- Use word Thesaurus.

Student should know the following for Electronic Presentations:

- Create electronic presentations.
- Edit electronic presentations.
- Import Graphics.
- Use electronic presentations help.
- Use headers and footers.
- Create a text hyperlink.
- Use electronic presentations animation.
- Change print options.

Student should know the following for Spreadsheet:

- Create spreadsheets.
- Format spreadsheets.
- Create and edit spreadsheet charts.
- Use spreadsheet help.
- Use headers and footers.
- Use auto sum, functions and formulas.
- Change print options.

I hereby attest that the student is able to perform all of the abilities listed above according to the guidelines previously set forth.

---

High School CTE Instructor's Signature

Date

# JACKSON STATE COMMUNITY COLLEGE

## Course Program/Articulation Competencies

PLEASE TYPE OR PRINT CLEARLY:

Name \_\_\_\_\_ High School \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

### EET 100-Electrical Circuits I

**The student should know the following:**

- Principles of DC circuit analysis.
- Concepts of voltage and current sources, series and parallel circuits, and equivalent circuits.
- Impart an understanding of basic electrical theory.
- Provide practical examples of common electrical tasks that are found in industry.
- Provide a background for further study of other related courses.
- Provide hands-on experience in DC circuit analysis.

**I hereby attest that the student is able to perform all of the abilities listed above according to the guidelines previously set forth.**

---

High School CTE Instructor's Signature

Date

**JACKSON STATE COMMUNITY COLLEGE**  
**Course Program/Articulation Competencies**

**PLEASE TYPE OR PRINT CLEARLY:**

Name \_\_\_\_\_ High School \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**EET 120-Digital Circuits**

The student should know the following:

- Digital Logic principles, as applied to devices such as AND, OR, NAND, NOR, XOR, FLIP FLOPS, RAM, AND ROM.
- Karnaugh Maps, Boolean algebra and number bases.
- Modern digital circuits.
- To impart an understanding of basic digital logic theory.
- To provide practical examples of digital logic applications found in industry.
- To provide hands-on experience in digital circuit analysis.
- To develop techniques for troubleshooting digital circuits.

I hereby attest that the student is able to perform all of the abilities listed above according to the guidelines previously set forth.

---

High School CTE Instructor's Signature

Date

**JACKSON STATE COMMUNITY COLLEGE**  
**Course Program/Articulation Competencies**

**PLEASE TYPE OR PRINT CLEARLY:**

Name \_\_\_\_\_ High School \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**EET 160-Electrical Circuits II**

**The student should know the following:**

- Single and three phase AC circuits are analyzed and capacitors and inductors.
- Time constants, resonance, transient analysis and simple filters.
- Impart an understanding of AC circuit analysis.
- Understand component level reaction to AC.
- Provide practical examples of common electrical tasks found in industry today.
- Provide a background for further study of other related courses.
- Discuss and provide hands-on experience in AC circuit analysis.

**I hereby attest that the student is able to perform all of the abilities listed above according to the guidelines previously set forth.**

---

**High School CTE Instructor's Signature**

**Date**

**JACKSON STATE COMMUNITY COLLEGE**  
**Course Program/Articulation Competencies**

**PLEASE TYPE OR PRINT CLEARLY:**

Name \_\_\_\_\_ High School \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**EET 170-Electronics I**

**The student should know the following:**

- Theory and applications of diodes and transistors.
- The operations of rectifiers, filters and amplifiers.
- Circuit analysis and troubleshooting techniques.
- Impart an understanding of basic semiconductor theory.
- Provide practical examples of electronics applications found in industry.
- Discuss and provide hands-on experience in electronic circuit analysis.
- Develop techniques for troubleshooting electronic circuits.

**I hereby attest that the student is able to perform all of the abilities listed above according to the guidelines previously set forth.**

---

**High School CTE Instructor's Signature**

**Date**

**JACKSON STATE COMMUNITY COLLEGE**  
**Course Program/Articulation Competencies**

**PLEASE TYPE OR PRINT CLEARLY:**

Name \_\_\_\_\_ High School \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**EET 180-PLC I**

**The student should know the following:**

- **Programmable logic controllers and their usage in modern industry, memory addressing schemes, and ladder logic.**
- **PLC installation and maintenance.**
- **Impart an understanding of programmable logic controllers.**
- **Familiar with various PLC system arrangements.**
- **Familiar with internal operation of the PLC.**
- **Hands-on experience in basic programming of the PLC.**

**I hereby attest that the student is able to perform all of the abilities listed above according to the guidelines previously set forth.**

---

**High School CTE Instructor's Signature**

**Date**

**JACKSON STATE COMMUNITY COLLEGE**  
**Course Program/Articulation Competencies**

**PLEASE TYPE OR PRINT CLEARLY:**

Name \_\_\_\_\_ High School \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**EET 240-Fluid Power**

The student should know the following:

- Hydraulic and pneumatic systems; air compression, valves, cylinders, filtration, distribution, hydraulic pumps, fluids and accumulators.
- Understand the principles of Fluid Power System.
- Be able to read and draw Fluid Power Diagrams.
- Understand how each component operates.
- Have practical hands-on lab training.

I hereby attest that the student is able to perform all of the abilities listed above according to the guidelines previously set forth.

---

High School CTE Instructor's Signature

Date

**JACKSON STATE COMMUNITY COLLEGE**  
**Course Program/Articulation Competencies**

**PLEASE TYPE OR PRINT CLEARLY:**

Name \_\_\_\_\_ High School \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**HSC 111-Medical Terminology**

**The student should know the following:**

- **Define suffix, root word, prefix, combining vowel and combining form.**
- **Interpret medical terms in the order of suffix, prefix, and root word.**
- **Spell correctly medical terms.**
- **Complete computer exercises that require recognition of terms, their composition of suffix, root word, and prefix, and their meaning at a competency level of 90% or greater.**
- **Interpret meaning of terms in medical report exercises.**

**I hereby attest that the student is able to perform all of the abilities listed above according to the guidelines previously set forth.**

---

**High School CTE Instructor's Signature**

**Date**

# JACKSON STATE COMMUNITY COLLEGE

## Course Program/Articulation Competencies

PLEASE TYPE OR PRINT CLEARLY:

Name \_\_\_\_\_ High School \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

### MET 110-Introduction to AutoCAD Applications

**The student should know the following:**

- Operation of a CAD system (AutoCAD) as applied to mechanical, electromechanical, and architectural drawings.
- An understanding of the universal graphic language, the means by which the designer, technician, and engineer develop and record ideas for transmission to those who will transform them into reality.
- Skills necessary for the development and execution of drawings through the use of computer aided design software, AutoCAD.
- Be familiar with American National Standards Institute (ANSI) standards for drawing, dimensioning and tolerancing.

**I hereby attest that the student is able to perform all of the abilities listed above according to the guidelines previously set forth.**

---

High School CTE Instructor's Signature

Date

# JACKSON STATE COMMUNITY COLLEGE

## Course Program/Articulation Competencies

PLEASE TYPE OR PRINT CLEARLY:

Name \_\_\_\_\_ High School \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

### MKT 211-Principles of Marketing

The student should know the following:

- Understand the American Free Enterprise System and how marketing affects this system.
- Utilize the strategic implications of marketing goods and services to the consumer or middleman in order to make a profit.
- Realize how the laws of supply and demand affect marketing plans.
- Use the four P's of the marketing mix: products, place, promotion and price in developing and carrying out marketing programs.
- Understand how marketing plans are formed, implemented, and controlled.

I hereby attest that the student is able to perform all of the abilities listed above according to the guidelines previously set forth.

---

High School CTE Instructor's Signature

Date