



## Policy

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### DIGITAL LITERACY

DCB.461

EFFECTIVE DATE: MAY 2024

REVIEWED: APRIL 2025

SOURCE: [SBHE 461 Digital Literacy](#)

As defined in North Dakota State Board of Higher Education (SBHE) Policy 461, “Digital literacy is the ability to use technology to find information, evaluate sources, create content, and communicate with others effectively. It’s a skill set used to navigate the new technological paradigm in which society operates.”

All associate degrees offered by Dakota College at Bottineau (DCB) require students to meet the digital literacy standard as identified in SBHE Policy 461.

By May 2026, first-year students with a term to enter the fall semester of 2024, and graduating from an associate-level program, are required to meet the digital literacy requirements as established in this policy.

Students may accomplish this requirement through any of the following instructional methods:

1. Successful completion of one of the following courses:
  - BOTE 147 - Word Processing (3 credits)
  - BOTE 247 - Spreadsheet Applications (3 credits)
  - CIS 104 - Microcomputer Database (3 credits)
  - CIS 141 - Introduction to Cybersecurity (3 credits)
  - CIS 147 - Principles of Information Security (3 credits)
  - CSCI 101 – Introduction to Computers (3 credits)
  - CSCI 289 – Social Implications in Computing Technology (3 credits)
  - ENGL 110 – College Composition I (3 credits)
  - ENGL 120 – College Composition II (3 credits)
  - UNIV 105 – First Year Experience (1 credit)
- OR**
2. Successful completion of a non-credit self-paced module
- OR**
3. Successful completion of an approved course through Dakota Digital Academy
- OR**
4. Successful completion of this requirement at another North Dakota University System (NDUS) institution

Required Digital Literacy Learning Outcomes Include:

- Evaluate and interpret digital information's accuracy, credibility, and relevance.
- Describe how society and culture interact with digital technology.
- Demonstrate the knowledge to use digital technology safely and ethically at a basic level.



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- Understand the applicability of digital literacy and artificial intelligence to the current and emerging workforce

Documentation of the digital literacy requirement will be posted on applicable DCB degree audit student materials.