

# Business Management

## Associate of Applied Science in Business Management

First Semester				
Subject	Number	Title		Hours
BMGT	1301	Supervision	3	
—	—	<b>Written Communication</b>	<b>3</b>	
HRPO	1311	Human Relations	3	
BMGT	1341	Business Ethics	3	
Semester Total – 12				

Second Semester				
Subject	Number	Title		Hours
—	—	<b>Oral Communications</b>	<b>3</b>	
BUSI	1301	Business Principles	3	
ACCT	2301	Principles of Accounting I	3	
HRPO	2301	Human Resource Management	3	
MRKG	1311	Principles of Marketing	3	
Semester Total – 15				

Third Semester				
Subject	Number	Title		Hours
BMGT	1331	Production & Operations Management	3	
BMGT	1325	Office Management	3	
—	—	<b>Social / Behavioral</b>	<b>3</b>	
IBUS	1305	Intro. to International Business	3	
BMGT	1307	Team Building	3	
Semester Total – 15				

Fourth Semester				
Subject	Number	Title		Hours
BUSI	2301	Business Law	3	
—	—	<b>Mathematics or Natural Science</b>	<b>3-4</b>	

*BUSG	2309	Small Business Management	3
—	—	<b>Humanities / Fine Arts</b>	<b>3</b>
BMGT	1327	Principles of Management	3
POFT	1325 or BCIS 1305	Business Math Using Technology	3

Semester Total – 18-19

**Total Semester Credit Hours for Degree – 60**

\*Capstone

## Certificate of Completion in Entrepreneurship

First Semester			
Subject	Number	Title	Hours
BMGT	1301	Supervision	3
ACNT	1303	Intro. to Accounting I or ...	3
ACCT	2301	Principles of Accounting I – Financial	3
BUSI	1301	Business Principles	3
MRKG	1311	Principles of Marketing	3
Semester Total – 12			

Second Semester			
Subject	Number	Title	Hours
BUSI	2301	Business Law	3
IMED	2309	Internet Commerce	3
IBUS	1305	Intro. to International Business	3
BUSG	2309	Small Business Management	3
Semester Total – 12			

**Total Semester Credit Hours for Certificate – 24**

## Certificate of Completion in Business

Subject	Number	Title	Hours
BUSI	1301	Business Principles	3
BMGT	1327	Principles of Management	3
BUSI	2301	Business Law	3

MRKG	1311	Principles of Marketing	3
BMGT	1331	Production & Operations Management	3

**Total Semester Credit Hours for Certificate – 15**

## **Certificate of Completion in International Business**

<b>Subject</b>	<b>Number</b>	<b>Title</b>	<b>Hours</b>
BUSI	1301	Business Principles	3
BMGT	1327	Principles of Management	3
MRKG	1311	Principles of Marketing	3
IBUS	1305	Introduction to International Business & Trade	3
—	—	Social / Behavioral Science	3

**Total Semester Credit Hours for Certificate – 15**

## **Certificate of Completion in Supervision**

<b>Subject</b>	<b>Number</b>	<b>Title</b>	<b>Hours</b>
BMGT	1301	Supervision	3
MRKG	1311	Principles of Management	3
BMGT	1307	Team Building	3
HRPO	2301	Human Resources Management	3
BMGT	1331 or BMGT 1325	Production & Operation Management or Office Management	3

**Total Semester Credit Hours for Certificate – 15**

## **Certificate of Completion in Management**

<b>First Semester</b>			
<b>Subject</b>	<b>Number</b>	<b>Title</b>	<b>Hours</b>
BMGT	1301	Supervision	3
BMGT	1327	Principles of Management	3
BMGT	1307	Team Building	3

HRPO	2301	Human Resources Management	3
HRPO	1311	Human Relations	3
Semester Total – 15			

### **Second Semester**

<b>Subject</b>	<b>Number</b>	<b>Title</b>	<b>Hours</b>
BMGT	1325	Office Management	3
BMGT	1331	Production & Operation Management	3
BUSG	2309	Small Business Management / Entrepreneurship	3
ACNT	1303	Intro. to Accounting 1 or ACCT 2301, Principles of Accounting 1	3
Semester Total – 12			

Semester Total – 12

**Total Semester Credit Hours for Certificate – 27**

## **Certificate of Completion in Marketing**

<b>Subject</b>	<b>Number</b>	<b>Title</b>	<b>Hours</b>
MRKG	1311	Principles of Marketing	3
BUSI	1301	Business Principles	3
GISC	1311	Introduction to Geographic Information Systems	3
IMED	2309	Internet Commerce	3
BUSI	2301	Business Law	3
IBUS	1305	Introduction to International Business & Trade	3

**Total Semester Credit Hours for Certificate – 18**