

## CERTIFICATE COURSE PATHWAY

The following is the suggested pathway to complete the certificate. This pathway is based on satisfaction of all basic skills requirements and prerequisites and presumes a fall start date. An individual's program may vary depending on transfer institution, career objectives, or individual needs. See your academic advisor for other options and to monitor your progress.

*Program Name: Organizational Management*

*Program Learning Outcomes (PLOs):*

1. Manage a team in a business environment (2,3,4)
2. Communicate effectively within the business environment (2)
3. Utilize an array of information to make business-related decisions (2,3,4,5)

Courses Required	Credits
ACC 125 Introduction to Accounting	4
BUE 101 Introduction to Business and Entrepreneurship	3
BUE 102 Human Relations in the Workplace	3
BUE 120 Managing and Supervising Techniques	3
BUS 161 Marketing	3
BUS 162 Retailing and Customer Service	3

**Key:**

1. Aesthetic Sensibilities: An awareness of creative expression in the world around us.
2. Communication Skills: The ability to effectively convey meaning through various media on both personal and professional levels.
3. Critical Thinking Skills and Problem-Solving: The ability to analyze data and arrive at logical and defensible conclusions.
4. Cultural Diversity and Global Awareness: An appreciation of relationships and differences in values, customs, and norms of diverse global communities.
5. Techniques of Inquiry: Use of standardized methodological framework to collect, analyze, interpret, and present findings.
6. Technological Competency: A proficiency in evolving technology to compete and flourish in society.

Total credits	19
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