

Skill Sets – Business Management

General Business			
Dept.		Course Title	Sem. Hrs.
ACC	120	Principles of Accounting I	3
BUS	101	Introduction to Business	3
MGT	250	Principles of Management	3
MKT	260	Principles of Marketing	3

Upon successful completion of the skill set, students will be able to:

- Demonstrate a basic knowledge of business organization and procedures
- Demonstrate basic knowledge of accounting management and marketing

Real Estate			
Dept.		Course Title	Sem. Hrs.
BUS	227	Real Estate Law	3
FIN	225	Real Estate I	3
FIN	226	Real Estate II	3

Upon successful completion of the skill set, students will be able to:

- Demonstrate knowledge in areas of concern to consumers such as contracts, deeds, wills, estate and trust
- Describe the process of purchasing real estate including the contract for sale, mortgage, title insurance, and deed of trust
- Discuss real estate law and financing

Small Business Management			
Dept.		Course Title	Sem. Hrs.
ACC	120	Principles of Accounting I	3
MTH	115	Business Math	3
MGT	251	Human Resource Management	3
MGT	262	Small Business Management	3

Upon successful completion of the skill set, students will be able to:

- Perform and manage basic accounting duties
- Manage employees
- Manage business and work processes
- Apply math to specific business applications

Travel/Tourism			
Dept.		Course Title	Sem. Hrs.
MKT	261	Advertising & Sales Promotion	3
MKT	274	Services Marketing	3
TRT	100	Introduction to Travel Tourism	3
TRT	201	Hospitality Management	3

Upon successful completion of the skill set, students will be able to:

- Analyze tourism industry
- Examine importance of customer service and impact on business operations
- Apply sales and public relations techniques
- Observe industry regulation