

BUSINESS ADMINISTRATION: BUSINESS MANAGEMENT (CERT)

CERTIFICATE OF ACHIEVEMENT

The Business Administration: Business Management Certificate of Achievement provides student with credentials that are the key to individual self-efficacy and a meaningful career. Mastery of this curriculum will help students lay the groundwork for managerial competence in the global marketplace. Management education also helps students understand basic management functions, their interrelationships, and the organization's competitive niche. There are numerous career opportunities that exist in the Business Field including Industry, Government, and Self-Employment.

Program Student Learning Outcomes

- Students identify strategies for motivating, managing, and developing employees in the workplace.
- Students recognize the effect of global economics on the domestic business environment.
- Students identify the legal aspects of managing a business.
- Students interpret financial and economic data to improve business performance.
- Students utilize current and emerging technologies for management decision-making.

Program Requirements

Code Number	Course Title	Units
Business Core Courses		
BA 100	Fundamentals of Business	3.0
BA 120	Management-Accounting and Internal Control	3.0
BA 132	Computer Applications for Managers	3.0
BA 156	Motivational Presentation Skills for Managers	3.0
or BCOT 148	Effective Business Presentations	
or COMM 100	Introduction to Communications Studies	
or COMM 130	Public Speaking	
Certificate Specific Courses		12.0
BA 101	International Business (3)	
or BA 116	Managing Green: Sustainability and Innovation	
or BA 155	Introduction to Global Logistics	
or BA 204	Project Management	
BA 113	Legal Environment of Business (3)	
or LAW 110	Business Law	
BA 114	Marketing (3)	
BA 115	Management-Business (3)	
Total Units		24

Requirements for a Business Administration: Business Management Certificate of Achievement

Complete the Business Core courses (12 units) and the Certificate Specific courses (12 units) listed above with a grade of "C" or higher or "Pass."

Notes:

Although many of these courses are transferable, this Certificate is nontransferable. Please see a Business Counselor or the respective department chairperson for additional alternatives.