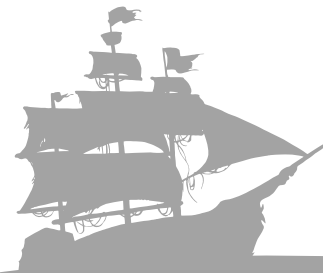




*Chart your course to graduation and sail to success!*



**Business management – Five Semester option**

Fall Semester Course Suggestion	Hours	Grade
ENG 101 - English Composition I	3	
MTH 100 - Intermediate College Algebra or BUS 150 - Business Math	3	
ORI 105 – Orientation and Student Success	3	
BUS 100 – Introduction to Business	3	
CIS 146 - Microcomputer Applications	3	

Spring Semester Course Suggestion	Hours	Grade
ENG 102 – English Composition II or BUS 215 Business Communications	3	
Humanities - Choose any Humanities elective, e.g. ART 100 – Art Appreciation and MUS 101 – Music Appreciation	3	
BUS 241 – Principles of Accounting I	3	
CIS 149 – Introduction to Computers	3	

Summer Semester Course Suggestion	Hours	Grade
Choose one course from PSY, SOC, POL, or HIS	3	
SPH 106/107 – Fundamentals of Oral Communication/Fundamentals of Public Speaking	3	
BUS 275 – Principles of Management	3	
Elective - Choose any non-required ACC, BUS, MST, CIS, OAD, or VCM course	3	

Fall Semester Course Suggestion	Hours	Grade
BUS 263 – Legal and Social Environment of Business	3	
BUS 279 – Small Business Management	3	
ECO 231 – Principles of Macroeconomics	3	
Elective - Choose any non-required ACC, BUS, MST, CIS, OAD, or VCM course	3	



**Milestone Courses** should be taken in the order shown. This will help you graduate on time.

**When Registering:** If you cannot register for one of the courses listed in your degree plan substitute a course from another semester.



**YOU'RE HALF WAY!**



Remember To apply for Graduation !

Business management five semester Option



Spring Semester Course Suggestion	Hours	Grade
BUS 276 – Human Resource Management	3	
AC 149 – Introduction to Accounting Spreadsheets	3	
ECO 232 – Principals of Microeconomics	3	
Elective - Choose any non-required ACC, BUS, MST, CIS, OAD, or VCM course	3	

OPTIONS FOR ELECTIVES

Electives			
ACC 149 - Introduction to Accounting Spreadsheets	CIS 115 - Presentation Graphics Software	CIS 113- Spreadsheet Software Applications	CIS 250 - E-Commerce
ACC 150 - Computerized General Ledger	CIS 117 - Database Management Software	CIS 268 - Software Support	OAD 101 - Beginning Keyboarding
BUS 100 - Introduction to Business	CIS 151 - Graphics for the World Wide Web	CIS 269 - Hardware Support	OAD 103 - Intermediate Keyboarding
BUS 105 - Customer Service	CIS 111- Word Processing Applications	MST 111- Elements of Supervision	OAD 125 - Word Processing
BUS 146 – Personal Finance	MST 215- Small Business Management	MST 201- Human Resource Management	OAD 130 - Electronic Calculations
BUS 150 - Business Math	CIS 207 - Web Development	MST 215 - Small Business Management	OAD 138 - Records and Information Management
BUS 186 - Elements of Supervision	CIS 210 - Case Study in Computer Skills App.	MST 231- Management Seminar	OAD 218 - Office Procedures
BUS 189 - Human Relationships	CIS 212 - Visual Basic Programming	MST 111- Elements of Supervision	OAD 243 - Spreadsheet Applications
BUS 275 – Principles of Management	CIS 245 - Cyber Defense	MST 201- Human Resource Management	OAD 244 - Database Applications