

VOC: BUSINESS MANAGEMENT - LEVEL 2

#24110

This certificate builds upon the Level 1 Certificate to provide students with proven business tools that will enhance their management careers. Students will be exposed to projects and business simulations that will lead to measurable successes. Business presentations, business planning, team building, conflict resolution, and computer use are core skills developed in this certificate.

Program Learning Outcomes

- Students will define organizational culture, socialization and mentoring.
- Students will analyze social perception.
- Students will explain theory and practical application of Equal Employment Opportunity current employment laws.
Review Student Learning Outcomes (SLOs) (<http://www.mtsac.edu/instruction/outcomes/sloinfo.html>) for this program.

Program Requirements

This certificate requires:

Completion of the Business
Management - Level 1 coursework

PLUS

Completion of the Business
Management - Level 2 coursework

Required Courses

Business Management - Level 1 Coursework

VOC BM20	Principles of Business
VOC BM61	Business Organization and Management
VOC BS36	Principles of Marketing

Business Management - Level 2 Coursework

VOC BM60	Human Relations in Business
VOC BM62	Human Resource Management
VOC CSB15	Microcomputer Applications