

VOC: BUSINESS MANAGEMENT - LEVEL 3

#24249

Upon completion of the Business Management – Level 3 Certificate, students will have built a foundation of management strategies and practices which will enable them to prosper in an ever-changing business environment. Students will have a strategic perspective of production, marketing, accounting, international business and human resources. Completion of the Business Management – Level 3 Certificate will lead to new opportunities and provide students with a solid foundation upon which to build a management career.

Program Learning Outcomes

- Students will describe the basic accounting system and how it is used to serve business needs.
- Students will define and outline the key principles of continuous quality management.
- Students will identify how governments influence trade.

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

PLUS

Completion of the Business
Management - Level 3 coursework

Required Courses

Course Prefix	Course Name	Units
---------------	-------------	-------

Business Management - Level 1 Coursework

VOC BM20	Principles of Business	
----------	------------------------	--

VOC BM61	Business Organization and Management	
----------	--------------------------------------	--

VOC BS36	Principles of Marketing	
----------	-------------------------	--

Course Prefix	Course Name	Units
---------------	-------------	-------

Business Management - Level 2 Coursework

VOC BM60	Human Relations in Business	
----------	-----------------------------	--

VOC BM62	Human Resource Management	
----------	---------------------------	--

VOC CSB15	Microcomputer Applications	
-----------	----------------------------	--

Course Prefix	Course Name	Units
---------------	-------------	-------

Business Management - Level 3 Coursework

VOC BA07	Principles of Accounting - Financial	
----------	--------------------------------------	--

VOC BM10	Principles of Continuous Quality Improvement	
----------	---	--

VOC BM51	Principles of International Business	
----------	--------------------------------------	--