

# VOC: HUMAN RESOURCE MANAGEMENT

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## #24320

This introductory certificate exposes students to the business world and the role of human resources. Students become familiar with various approaches to business organization and the strategic nature of human resources. This certificate may aid in the student's search for an entry-level job in the business world.

### Program Learning Outcomes

- Students will list and explain the foundations upon which business is built and the economic challenges facing the United States.
- Students will apply management concepts and functions.
- 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.

### Required Courses

Course Prefix	Course Name	Units
VOC BM20	Principles of Business	
VOC BM61	Business Organization and Management	
VOC BM62	Human Resource Management	