

BUSINESS MANAGEMENT - LEVEL 3

Certificate of Completion

#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 \(SLOs\)](#) for this program.

Program Requirements

Column 1	Column 2
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	