

**BUSINESS MANAGEMENT TECHNOLOGY**242002 General Business Option

(Effective for students admitted Fall Semester 2006 and thereafter)

Students entering the program must demonstrate a fundamental knowledge of computer software and keyboarding by examination (CISBR) or take the following bridge courses prior to enrolling in the program:

2440:105 Introduction to Computers and Application Software

2540:290 ST: Keyboarding for Skill Development

**C E R FIRST YEAR**Fall Semester

<u>C</u>	<u>E</u>	<u>R</u>		<u>Credit Hours</u>	<u>Prerequisites</u>
---	---	---	2040:240 Human Relations	3	
			<b>or</b>		
---	---	---	3750:100 Introduction to Psychology	3	
---	---	---	2420:104 Introduction to Business in the Global Environment	3	Recommended in first semester
			<b>or</b>		
---	---	---	6100:101 Global Business Concepts and Practices	3	
---	---	---	2420:170 Applied Mathematics for Business	3	Placement by Adviser
---	---	---	3300:111 English Composition I	4	Placement by Adviser
---	---	---	6200:250 Microcomputer Applications for Business	<u>3</u>	
				16	

Spring Semester

---	---	---	2040:247 Survey of Basic Economics	3	
			<b>or</b>		
---	---	---	3250:200 Principles of Microeconomics	3	
---	---	---	2440:125 Spreadsheet Software	2	Placement by Adviser
---	---	---	2520:101 Essentials of Marketing Technology	3	
---	---	---	2880:232 Labor Management Relations	3	
---	---	---	3300:112 English Composition II	3	3300:111
---	---	---	3600:120 Introduction to Ethics	<u>3</u>	
				17	

**SECOND YEAR**Fall Semester

---	---	---	2420:103 Essentials of Management Technology	3	
---	---	---	2420:211 Basic Accounting I	3	
---	---	---	2420:243 Survey in Finance	3	2040:247; 2420:211 (coreq.) and 170
---	---	---	2420:280 Essentials of Business Law	3	
			<b>or</b>		
---	---	---	6400:220 Legal and Social Environment of Business	3	
---	---	---	6300:201 Introduction to Entrepreneurship	<u>3</u>	
				15	

Spring Semester

---	---	---	2420:202 Elements of Human Resource Management	3	2420:103
---	---	---	2420:212 Basic Accounting II	3	2420:211
---	---	---	2420:218 Automated Bookkeeping	2	2420:211
---	---	---	2420:246 Business Management Internship	3	32 credits, including 2040:240, 2420:103, 104, 212, 280, and 6300:201
			<b>or</b>		
---	---	---	2420:250 Problems in Business Management	3	2420:103, 104, 212, 243; 2520:101
---	---	---	2540:263 Professional Communication and Presentations	3	3300:111, or permission
			<b>or</b>		
---	---	---	7600:106 Effective Oral Communication	3	
---	---	---	2540:289 Career Development for Business Professionals	<u>3</u>	
				17	

**TOTAL CREDITS - 65****C = Completed E = Exempt R = Required**

BUSINESS MANAGEMENT TECHNOLOGY

General Business Option

Doug Woods - Coordinator

C-217

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Wayne College's associate degree in Business Management Technology - General Business option provides the relevant, practical managerial training needed for the responsibilities of first-level supervisory and managerial positions. This program can also assist people who are preparing for promotion to first- and second-level supervisory positions or people who lack significant work experience and are preparing for management training positions. Typical job titles include:

- Operations Supervisor
- Management Trainee
- Production Scheduling Manager
- Quality Control Inspector

The starting salary for these positions will depend on your level of education, skills, experience, the size of the company, and geographic area. The average starting salary for the positions listed above is \$12,000 - \$25,000.

NOTE:

If you are pursuing an associate degree and have completed twelve or more semester credits, we suggest that you schedule an appointment with an academic adviser to transfer into Summit College and to produce a student degree agreement (contract). The degree agreement is a formal statement of the courses that you must complete to satisfy your degree requirements.