

**Certificate**  
in  
**Business Management**

**FIRST YEAR – FALL SEMESTER**

Dept.	No.		Hrs.	Grade
ORI	100	College 101	1	_____
BUS	110	Introduction to Business	3	_____
BUS	235	Business Communication	3	_____
BUS	255	Customer Service	3	_____
ECO	201	Introduction to Macroeconomics OR ECO 202 Introduction to Microeconomics	3 13	_____

**NOTES AND INFORMATION**

<u>Fall Only Courses:</u>		<u>Spring Only Courses:</u>	
BUS	255	MGT	112
MKT	113	MGT	228
MKT	130		

**Career Opportunities:** entry-level management positions in retail management, sales management, office management, and restaurant management; possible career opportunities within local, state, and federal government agency facilities.

**FIRST YEAR – SPRING SEMESTER**

Dept.	No.		Hrs.	Grade
BUS	222	Legal/Social Environment of Business	3	_____
OFT	207	Computer Applications for Business	3	_____
MGT	112	Principles of Management	3	_____
MGT	228	Small Business Management	3 12	_____

John A. Logan College reserves the right to modify this curriculum guide as needed. Please verify with your academic advisor the accuracy and timelines of this document.

**SECOND YEAR – FALL SEMESTER**

Dept.	No.		Hrs.	Grade
ACC	100	Business Accounting	3	_____
MAT	113	Introduction to Contemporary Mathematics OR BUS 111 Business Mathematics	3	_____
MKT	113	Principles of Marketing I	3	_____
MKT	130	Sales I	3 12	_____