

LANSING COMMUNITY COLLEGE

CURRICULUM GUIDE

Business Administration
Associate in Business Degree

Curriculum Code: 0243 (Effective Fall 2006 – Summer 2011)

This degree program, which can be completed entirely online, provides basic instruction in key business areas such as management, marketing, finances, computers and other business-related areas. Graduates of this program may qualify for entry level/hands-on positions. Additional education will enhance an individual's employment and advancement opportunities. **Not all courses in this program transfer to all colleges.** Students planning to transfer should see an academic advisor or counselor before enrolling in any course.

PREREQUISITES

Students should see *Course Descriptions* or *Course Offerings* for course prerequisite information. See the *Assessment and Placement Testing* section for skills assessment and advising information.

INFORMATION

Contact the Business Department, Gannon Vocational-Technical Center, Room 190, telephone number (517) 483-1522 or Counseling and Advising Centers, Gannon Vocational-Technical Center, Room 204, telephone number (517) 483-1904.

REQUIREMENTS

| CODE | TITLE | TOTAL: 35 CREDITS CREDIT HOURS |
|---------|-------------------------------------|-----------------------------------|
| ACCG210 | Principles of Accounting I | 4 |
| BUSN118 | Introduction to Business | 3 |
| BUSN201 | International Business | 3 |
| ECON201 | Principles of Economics-Micro | 4 |
| LEGL215 | Business Law I, Basic Principles | 3 |
| MGMT200 | Creative Thinking for Business | 3 |
| MGMT225 | Principles of Management | 3 |
| MGMT234 | Diversity in the Workplace | 3 |
| MKTG200 | Principles of Marketing | 3 |
| SPCH110 | Oral Communication in the Workplace | 3 |
| WRIT127 | Business Writing | 3 |

LIMITED CHOICE REQUIREMENTS

TOTAL: 26-31 CREDITS

Complete the indicated number of credits from **EACH CHOICE** listed below.

CHOICE 1: General Education Core Areas

7-9 Credits

(See *General Education Core Requirements* for information on how to fulfill these requirements.

Core area proficiency exams, where appropriate, are available for each core area.)

| | |
|--|-----|
| Communication Core Area (See Note 1) | 0 |
| Global Perspectives and Diversity Core Area (See Note 1) | 0 |
| Mathematics Core Area | 3-4 |
| Science Core Area | 4-5 |
| Writing Core Area (See Note 1) | 0 |

CHOICE 2: Management Related (See Note 2)

5-6 Credits

CHOICE 3: Marketing Related (See Note 3) 5–6 Credits

CHOICE 4: Computer Related (See Note 4) 3–4 Credits

CHOICE 5: Business Related (See Note 5) 6 Credits

| | | |
|---------|---|---|
| ACCG211 | Principles of Accounting II | 4 |
| BUSN250 | Personal Finance | 3 |
| BUSN251 | Stock Market Essentials | 3 |
| ECON202 | Principles of Economics–Macro | 4 |
| ECON213 | U.S. Economic/Business History | 3 |
| LABR200 | Introduction to Labor Relations | 3 |
| LABR204 | Employment Law for Managers | 3 |
| LEGL216 | Business Law II, Commercial Law | 3 |
| LEGL217 | Business Law III, Business Organization | 3 |
| MGMT345 | Context and Transformation | 3 |

MINIMUM TOTAL 61

NOTES:

1. Students completing "REQUIREMENTS" have fulfilled the requirements for this Core area.
2. Choose courses with a MGMT prefix that are not already used to meet degree requirements. Up to 3 credits total from the TIME Series Topics (MGMT290) may be used. BUSN295 may also be used.
3. Choose courses with a MKTG prefix that are not already used to meet degree requirements.
4. Choose CIT_ prefix courses of 100 or above.
5. Students should confer with a Business Careers program advisor to assure that selection of Limited Choice courses will best fit their career plans.
6. This degree can be completed entirely online. Students wishing to complete an online business transfer program should consult with an advisor in the Business Department.

SUGGESTED COURSE SEQUENCE

Students should see course descriptions to find out when departments plan to offer courses. Students who for any reason are unable to follow the course sequence suggested below (for example, those who are part-time, have transferred in courses from another school, or have prerequisites to fulfill) should contact an academic advisor or counselor for help with adjustments.

| I | II | III | IV |
|---------|---------|---------|---------|
| BUSN118 | BUSN201 | ACCG210 | LEGL215 |
| SPCH110 | MGMT225 | ECON201 | Lim.Ch. |
| WRIT127 | MGMT234 | MGMT200 | Lim.Ch. |
| Lim.Ch. | MKTG200 | Lim.Ch. | Lim.Ch. |
| Lim.Ch. | Lim.Ch. | Lim.Ch. | Lim.Ch. |
| Lim.Ch. | | | |