

LANSING COMMUNITY COLLEGE

CURRICULUM GUIDE

Management
Certificate of Achievement

Curriculum Code: 0249 (Effective Fall 2011 – Summer 2016)

Certificate holders may improve their opportunities for advancement in this or a related area. The Certificate of Achievement is often useful in conjunction with another degree in professions such as health careers or computers. Additional education enhances an individual's employment opportunities. Courses in this certificate may also be applied directly toward an Associate Degree in Management.

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 & Economics Department, Gannon Building, Room 190, telephone number (517) 483-1522 (Website: www.lcc.edu/business/) or Academic Advising Department, Gannon Building, Room 212, telephone number (517) 483-1904.

REQUIREMENTS

CODE	TITLE	TOTAL: 24 CREDITS CREDIT HOURS
BUSN 118	Introduction to Business	3
LEGL 215	Busn Law I, Basic Principles	3
MGMT 150	Managing Customer Relations	3
MGMT 200	Creative Thinking for Business	3
MGMT 224	Human Resource Management	3
MGMT 228	Organization Behavior	3
MGMT 231	Developing and Leading Teams	3
MGMT 234	Diversity in the Workplace	3

LIMITED CHOICE REQUIREMENTS

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

TOTAL: 6 CREDITS

CHOICE 1: Communication Skills

SPCH 110	Oral Comm in the Workplace	3 Credits
WRIT 127	Business Writing	3

CHOICE 2: Management/Leadership

MGMT 101	Management Special Topics (See Note 1)	3 Credits
MGMT 223	Supervisory Skills	1
MGMT 225	Principles of Mgmt/Leadership	3
MGMT 300	Leading for Possibility	3

MINIMUM TOTAL

30

NOTE:

1. MGMT 101 must be taken three times as different 1-credit topics.

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 for help with adjustments.

I

BUSN 118
MGMT 150
MGMT 224
MGMT 234
Lim.Ch.

II

LEGL 215
MGMT 200
MGMT 228
MGMT 231
Lim.Ch.