

Business Management

Associate in Applied Science - 61 credit hours

Purpose: The Business Management program prepares the student for success in establishing and operating a small business enterprise. The program empowers graduates to become intelligent risk-takers by providing skills and knowledge in operating practices to successfully start and manage a business.

Career Opportunities: A 10.3-percent increase is projected for self-employed small business managers by the year 2010. The economy of Maine is based, in a large part, on small businesses. Much of the economic development Maine will experience in the future will be in the area of small business. For this development to occur, a skilled workforce must be in position to envision, plan, develop, and operate small business. How important are small businesses to the U.S. economy?

Small businesses:

- Represent 99.7 percent of all employer firms.
- Employ half of all private sector employees.
- Pay more than 45 percent of total U.S. private payroll.
- Have generated 60 to 80 percent of net new jobs annually over the last decade.

Program Educational Outcomes: Upon completion of the Associate in Applied Science degree in the business management program, the graduate is prepared to:

1. Use effective management and supervisory skills needed for working in a business environment.
2. Demonstrate oral and written presentation skills unique in the business community.
3. Use technology to analyze business problems and develop appropriate solutions.
4. Diagnose business and management related issues and plan future actions.
5. Demonstrate understanding of basic knowledge about financial institutions and investment.
6. Use appropriate technology and critical thinking skills to assess, evaluate, and apply information in the planning, management, and operation of a small business.

7. Qualify for positions in business and in positions to envision, plan, develop, and operate a small business.

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Course #	Course Title	Credits
Semester 1		
BUS110	Introduction to Business	3
BUS132	Business Law	3
CPT140	Word Processing	3
ENG101	College Composition	3
FYE100	First Year Experience	1
MAT112	Business Math	3
	Total	16
Semester 2		
BUS140	Accounting Principles I	3
CPT123	Electronic Spreadsheet	3
ENG107	Speech	3
MAT/SCI Elective	Math/Science Elective MAT 115 or above	3
PSY101 or SOC101	Introduction to Psychology or Introduction to Sociology	3
	Total	15
Semester 3		
BUS	Business Elective	3
BUS175	Accounting Principles II	3
BUS230	Supervisory Management	3
BUS240 or BUS242	Advertising & Marketing or International Marketing	3
BUS255	International Business	3
	Total	15
Semester 4		
BUS205	Business Communications	3
BUS215	Business Management	3
BUS218	Business Finance	3
BUS248	Business Cooperative Internship	3
ECO200	Macroeconomics	3
	Total	15

Business Management
International Commerce Option
Associate in Applied Science – 64/65 credit hours

Course #	Course Title	Credits
Semester 1		
BUS110	Introduction to Business	3
BUS132	Business Law	3
CPT140	Word Processing	3
ENG101	College Composition	3
FYE100	First Year Experience	1
MAT112	Business Math	3
	Total	16
Semester 2		
BUS140	Accounting Principles I	3
CPT123	Electronic Spreadsheet	3
MAT/SCI Elective	Math/Science Elective MAT 115 or above	3
HIS117/119	World History to 1715 or World History 1715-present	3
PSY101 or SOC101	Introduction to Psychology or Introduction to Sociology	3
	Total	15
Semester 3		
BUS Elective	Business Elective (PHI114/PHI115 accepted)	3
BUS Elective/ GIS 230	Business Elective or GIS I	3/4
BUS175	Accounting Principles II	3
BUS230	Supervisory Management	3
BUS242	International Marketing	3
BUS255	International Business	3
	Total	18/19
Semester 4		
BUS205	Business Communications	3
BUS215	Business Management	3
BUS218	Business Finance	3

BUS248	Business Cooperative Internship	3
ECO200	Macroeconomics	3
	Total	15