### AS – Business Administration

- 1. Apply basic business principles and utilize analytical tools to evaluate various business scenarios critically.
- 2. Communicate through various mediums and use technological skills to convey, promote and interpret business information.
- 3. Maintain and interpret accurate financial information. Including demonstration of skills to analyze, post and manage financial information, to facilitate transaction analysis and statement analysis, to accurately budget, to implement appropriate internal controls and prepare basic cost analysis.
- 4. Demonstrate an understanding of ethical behavior and identify ethically responsible business decisions.
- 5. Illustrate an understanding of basic economic markets including supply and demand in order to prioritize the use of resources and determine price and production levels.
- 6. Demonstrate the ability to analyze the effects that a global economy has on single firms, industries, markets, and financial performance.

# AS - Business Administration - International Business Option

- 1. Apply basic business principles and utilize analytical tools to evaluate various business scenarios critically.
- 2. Communicate through various mediums and use technological skills to convey, promote and interpret business information.
- 3. Maintain and interpret accurate financial information. Including demonstration of skills to analyze, post d manage financial information, to facilitate transaction analysis and statement analysis, to accurately budget, to implement appropriate internal controls and prepare basic cost analysis.
- 4. Demonstrate an understanding of ethical behavior and identify ethically responsible business decisions.
- 5. Illustrate an understanding of basic economic markets including supply and demand in order to prioritize the use of resources and determine price and production levels.
- 6. Demonstrate the ability to analyze the effects that a global economy has on single firms, industries, markets, and financial performance.
- 7. Demonstrate an awareness of the varied global cultures and how to interact in a multinational marketplace.

# AS – Business Administration – MIS Option

- 1. Apply basic business principles and utilize analytical tools to evaluate various business scenarios critically.
- 2. Communicate through various mediums and use technological skills to convey, promote and interpret business information.
- 3. Maintain and interpret accurate financial information. Including demonstration of skills to analyze, post and manage financial information, to facilitate transaction analysis and statement analysis, to accurately budget, to implement appropriate internal controls and prepare basic cost analysis.
- 4. Demonstrate an understanding of ethical behavior and identify ethically responsible business decisions.
- 5. Illustrate an understanding of basic economic markets including supply and demand in order to prioritize the use of resources and determine price and production levels.
- 6. Demonstrate the ability to analyze the effects that a global economy has on single firms, industries, markets, and financial performance.
- 7. Demonstrate programming expertise required for the analysis, development, evaluation and implementation of various information and communication technologies critical for today's organizations.

### AAS - Business Management

- 1. Apply basic business principles and utilize analytical tools to evaluate various business scenarios critically.
- 2. Communicate through various mediums and use technological skills to convey, promote and interpret business information.
- 3. Maintain and interpret accurate financial information. Including demonstration of skills to analyze, post and manage financial information, to facilitate transaction analysis and statement analysis, to accurately budget, to implement appropriate internal controls and prepare basic cost analysis.
- 4. Demonstrate an understanding of ethical behavior and identify ethically responsible business decisions.
- 5. Illustrate an understanding of basic economic markets including supply and demand in order to prioritize the use of resources and determine price and production levels.
- 6. Demonstrate the ability to analyze the effects that a global economy has on single firms, industries, markets, and financial performance.
- 7. Demonstrate the skills and knowledge to appropriately handle a diverse workforce, including basic human relations issues in personnel, training and development, basic employment law, compensation and conflict resolution.
- 8. Demonstrate the skills and knowledge to manage people in a variety of business settings to improve productivity.
- 9. Demonstrate the skills needed to create interest in products and services and promote those products and services to a vast audience.

# AAS - Business Management - Accounting Option

- 1. Apply basic business principles and utilize analytical tools to evaluate various business scenarios critically.
- 2. Communicate through various mediums and use technological skills to convey, promote and interpret business information.
- 3. Maintain and interpret accurate financial information. Including demonstration of skills to analyze, post and manage financial information, to facilitate transaction analysis and statement analysis, to accurately budget, to implement appropriate internal controls and prepare basic cost analysis.
- 4. Demonstrate an understanding of ethical behavior and identify ethically responsible business decisions.
- 5. Illustrate an understanding of basic economic markets including supply and demand in order to prioritize the use of resources and determine price and production levels.
- 6. Demonstrate the ability to analyze the effects that a global economy has on single firms, industries, markets, and financial performance.
- 7. Demonstrate the skills and knowledge to appropriately handle a diverse workforce, including basic human relations issues in personnel, training and development, basic employment law, compensation and conflict resolution.
- 8. Demonstrate the skills and knowledge to manage people in a variety of business settings to improve productivity.
- 9. Utilize accounting software to perform basic accounting functions.
- 10. Relate theoretical accounting skills to real-world applications.

#### AAS – Business Management – Entrepreneurship Option

- 1. Apply basic business principles and utilize analytical tools to evaluate various entrepreneurial scenarios critically.
- 2. Communicate through various mediums and use technological skills to convey, promote and interpret business information.
- 3. Maintain and interpret accurate financial information. Including demonstration of skills to analyze, post and manage financial information, to facilitate transaction analysis and statement analysis, to accurately budget, to implement appropriate internal controls and prepare basic cost analysis.

- 4. Demonstrate an understanding of ethical behavior and identify ethically responsible business decisions.
- 5. Illustrate an understanding of basic economic markets including supply and demand in order to prioritize the use of resources and determine price and production levels.
- 6. Demonstrate the ability to analyze the effects that a global economy has on single firms, industries, markets, and financial performance.
- 7. Demonstrate the skills and knowledge to appropriately handle a diverse workforce, including basic human relations issues in personnel, training and development, basic employment law, compensation and conflict resolution.
- 8. Demonstrate the skills and knowledge to manage people in a variety of business settings to improve productivity.
- 9. Demonstrate the skills needed to create interest in products and services and promote those products and services to a vast audience.

# AAS - Business Management - Hospitality Management Option

- 1. Apply basic business principles and utilize analytical tools to evaluate various business scenarios critically.
- 2. Communicate through various mediums and use technological skills to convey, promote and interpret business information.
- 3. Maintain and interpret accurate financial information. Including demonstration of skills to analyze, post and manage financial information, to facilitate transaction analysis and statement analysis, to accurately budget, to implement appropriate internal controls and prepare basic cost analysis.
- 4. Demonstrate an understanding of ethical behavior and identify ethically responsible business decisions.
- 5. Illustrate an understanding of basic economic markets including supply and demand in order to prioritize the use of resources and determine price and production levels.
- 6. Demonstrate the ability to analyze the effects that a global economy has on single firms, industries, markets, and financial performance.
- 7. Demonstrate the skills and knowledge to appropriately handle a diverse workforce, including basic human relations issues in personnel, training and development, basic employment law, compensation and conflict resolution.
- 8. Demonstrate the skills and knowledge to manage people in a variety of business settings to improve productivity.
- 9. Demonstrate the skills needed to create interest in products and services and promote those products and services to a vast audience.
- 10. Apply basic management principles to hospitality related scenarios.