

## Associate in Applied Science (AAS)

# Business Management

Entry-level supervisory and management positions require people with a strong foundation in general business, accounting, economics, and computers. The Business Management AAS degree is also designed for people interested in starting a business or preparing for advancement opportunities.

For a roadmap that identifies the preferred sequencing of courses and other specific recommendations from faculty, please see the corresponding program map(s):

- [Business Management Associate in Applied Science \(AAS\) \(lowercolumbia.edu/program-maps/business/AAS-Business-Management\)](https://lowercolumbia.edu/program-maps/business/AAS-Business-Management)

## Degree Requirements

**Total credits required to earn this degree:** 98-100 with a cumulative grade point average (GPA) of at least 2.0 in the program requirements.

LCC students must meet distribution requirements for associate degrees and specific certificates. See [Diversity and Distribution Lists \(lowercolumbia.edu/publications/catalog/distribution-lists/\)](https://lowercolumbia.edu/publications/catalog/distribution-lists/) for more information.

## General Education Requirements

- **Communications:**

5 credits - BUS 119 Business Communications **OR**  
ENGL& 101 English Composition I.

- **Quantitative Skills:**

5 credits – BUS 104 Business Math Applications.

- **Human Relations / Social Science / Diversity**

5 credits – BUS 144 Management of Human Relations: DIV.

- **Humanities / Natural Sciences:**

5 credits – CMST& 220 Public Speaking (recommended) **OR**  
choose 5 credits from the *Distribution List*.

- **Electives:**

5 credits – BUS 159 Principles of Retailing **OR**  
BUS 290 Design Thinking & Entrepreneurship recommended.

# Program Requirements

Course Code	Course Title	Number of Credits
ACCT 101 <b>OR</b> ACCT 135 <b>OR</b> ACCT& 201	Intro to Accounting Concepts <b>OR</b> Accounting F/Non Accountants <b>OR</b> Principles of Accounting I	5
BUS 100	Foundations of Business Success	3
BUS& 101	Introduction to Business	5
BUS 150	Customer Service/ Management: DIV	5
BUS 165	Salesmanship	5
BUS& 201	Business Law	5
BUS 240	Principles of Supervision	5
BUS 244	Human Resource Management	5
BUS 245	Principles of Management	5
BUS 259	Start/Managing a Small Business	5
BUS 264	Principles of Marketing	5
BUS 270	Introduction to Project Management	5
BUS 294	Career Success	2
BTEC 104 <b>OR</b> CS 110	Introduction to Business Technology <b>OR</b> Introduction to Microcomputer Applications	5 <b>OR</b> 3
BTEC 131	Introduction to Spreadsheets	5
ECON 105 <b>OR</b> ECON& 201	Introduction to Economics <b>OR</b> Micro Economics	5

# Program Outcomes

Students completing this program should acquire the following skills and abilities:

- Communicate professionally in writing and speaking as appropriate to a business work environment. (GS Communication)
- Apply objective, valid methods of inquiry and problem solving to draw rational, ethical, and coherent conclusions. (GS Critical Thinking)
- Apply mathematical information to make decisions and solve problems in business. (GS Numeracy/Quantitative Literacy)
- Interact effectively with individuals and groups. (GS Interpersonal Relations)
- Perform basic mathematical calculations specific to business activities, such as payroll, taxes, account reconciliation, and financial statement analysis. (GS)
- Perform basic bookkeeping and accounting tasks using spreadsheets and industry standard accounting software.
- Gather and analyze data to solve business-related problems. (GS)
- Identify the relationships between business functions such as accounting, marketing, purchasing, human resources, and operations management.
- Describe the relationship between economics concepts and business issues.
- Describe the relationship between business activities and legal constructs, such as Contract Law and the Uniform Commercial Code.
- Compose written business documents, including email, reports, and business plans using industry standards software. (GS)
- Develop and deliver business presentations. (GS)
- Collaborate in teams to solve business problems. (GS)
- Articulate the relationship between human behavior, a diverse work environment, and business outcomes. (GS)

## Notes

### Revised December 2021 (effective Summer 2022)

Program planning is based on information available at the time of preparation. It is the student's responsibility to meet with their LCC advisor. Consult the LCC catalog for LCC graduation requirements.

Students are strongly encouraged to take ENGL& 101 or BUS 119 before enrolling into any 200-level courses.

Legend:

- A - Course usually offered all quarters.
- F - Course usually offered Fall Quarter.
- W - Course usually offered Winter Quarter.
- Sp - Course usually offered Spring Quarter.
- S - Course usually offered Summer Quarter.