

Business Management

Brief Program Description

The graduate of the Business Management program will be qualified for a management position in a variety of organizations. Students are provided with the skills necessary for planning, organizing, directing, and controlling activities that will lead to the effective fulfillment of organizational objectives.

**Career Occupation*
(if applicable)**

Retail manager, store manager, operations manager, operations supervisor, sales manager, marketing manager

Admission Requirements

- High school diploma or equivalent or age of 19 or above
- English proficiency (one of):
 - TOEFL iBT 46 or equivalent in other TOEFL formats
 - IELTS 5.0
 - VDC English Placement Test – 55%

Learning Objectives*

Upon completion of this program the successful student will have reliably demonstrated the ability to:

- Identify and assess current business situations and resolve problems within a variety of business settings.
- Apply Generally Accepted Accounting Principles (GAAP) to complete the accounting cycle manually and prepare financial statements.
- Articulate traditional and contemporary management theories and apply these techniques to real-life situations.
- Develop an understanding of how to satisfy consumer needs utilizing the marketing mix that facilitates exchanges.
- Use oral and written communication skills to interact effectively in the work environment.

Method(s) of Evaluation*

Each academic course is evaluated on the basis of the assignments and examinations as outlined in each course outline. The work experience portion of the program is evaluated on the basis of satisfactory performance in the

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workplace, reporting to Davis College staff as outlined in the Work Experience Policy, completion of a reflective report at the conclusion of the co-op term, and submission of confirmation of hours worked from the employer or employers.

Completion Requirements*

In order to graduate, the student must successfully complete all of the academic courses with a minimum grade of 70% in any course and an overall average of 75% and successfully complete the co-operative work experience placement.

Program Duration

The program consists of 960 hours (48 weeks) of in-class instruction and 960 hours (48 weeks) of co-operative work experience for a total program length of 1,920 hours (96 weeks).

Homework Hours

Students can expect to complete approximately 10 hours per week of homework during the academic portion of the program.

Delivery Method(s)

Indicate how the program is delivered

- In-class instruction
- Distance education
- Combined delivery (both in-class and distance)

Required course materials

- **Understanding Business**, 12th Edition by William G. Nickels, James M. McHugh, and Susan M. McHugh
- **MGT 110 Personal Finance**, McGraw Hill Education, 2018
- **International Business**, by J. Michael Geringer, Jeanne M. McNett, Michael S. Minor & Donald A. Ball, McGraw-Hill Publishing 2015.
- **Business Mathematics In Canada** 10th Edition by F. Ernest Jerome, Tracy Worswick 2020 McGraw Hill Connect
- **College Accounting**, 15th Edition by Price, Haddock and Farina, Copyright 2017
- **Microsoft Excel 2019 Step by Step** by Curtis Fry, Pearson
- **Management** by Richard L. Daft. Centage Learning.

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- **Fundamentals of Economics**, Sixth Edition by William Boyes and Michael Melvin (2014)
- **Marketing**, 2016 Edition by William M. Pride and O.C. Ferrell Hughes, Southwestern Cengage Learning, 2016
- **Essentials of Business Law**, by Anthony L. Liuzzo. Tenth Edition ©2019, McGraw Hill

Program Organization*

Title of Course/Work Experience Component *	# of Hours*
MGT 102 Introduction to Business	80
MGT 110 Personal Finance	80
MGT 205 International Business	80
MTH 102 Business Mathematics	80
ACC 101 Accounting Principles I	80
ACC 102 Accounting Principles II	80
CAS 122 Spreadsheet Applications	80
MGT 211 Management Principles	80
OAM 223 Business Communications	80
SSC 201 Economics	80
MKT 201 Marketing	80
MGT 105 Business Law	80
Total Academic Hours	960
MGT 251 Co-op Work Experience	960
Total Program Hours	1920