College of Business and Innovation
2016-2017 Undergraduate Catalog

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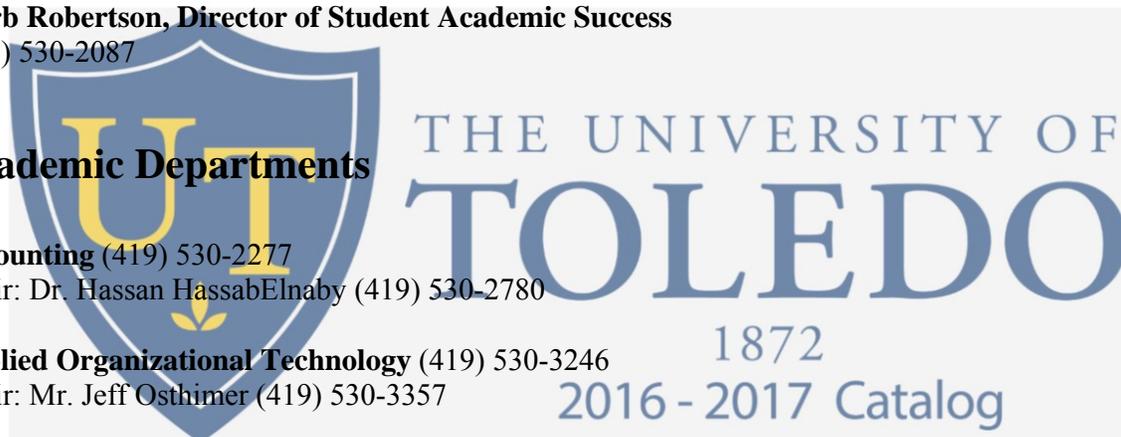
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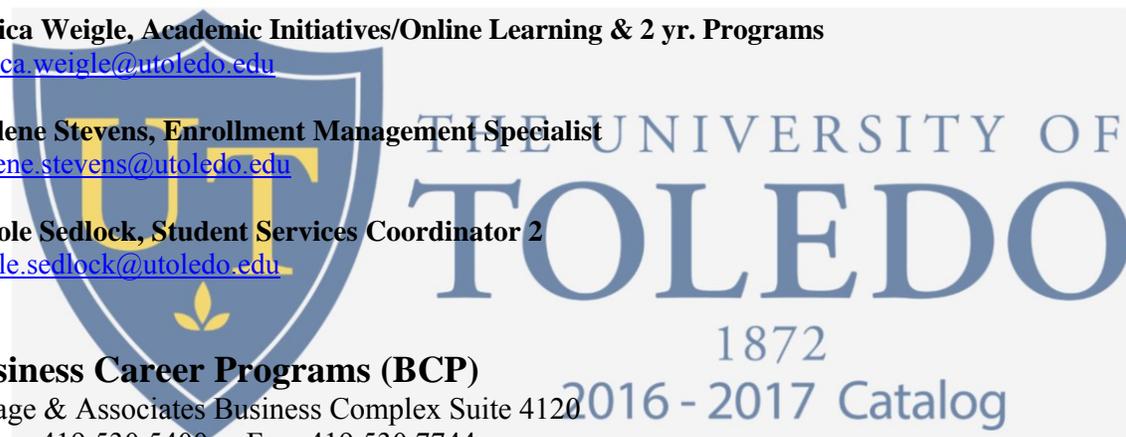
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Mission Statement (adopted 10/02/07)

"Developing Lifelong Leaders for the World of Business."

Preparing a diverse body of students for life-long careers as leaders and contributing professionals

Delivering influential research and publications

Enhancing the world of business practice and serving as a resource for regional economic development

Accreditation

The University of Toledo College of Business and Innovation has two undergraduate programs fully accredited at the undergraduate level by The Association to Advance Collegiate Schools of Business (AACSB International). These include the Bachelor of Business Administration (BBA) and the Bachelor of Science in Information Technology (BSIT). The Accounting Program has also received additional AACSB accreditation. The graduate programs are accredited by the AACSB as well.

Degrees Offered

Bachelor of Business Administration (BBA)
The Bachelor of Business Administration (BBA) undergraduate curriculum includes a broad liberal arts background, a general core of business courses, and a specific area of specialization. Students must select at least one of the thirteen areas/majors listed below.

- Accounting

- Electronic Commerce / Digital Marketing

- Entrepreneurship, Family, & Small Business

- Finance

- Financial Services

- General Management

- Human Resource Management

- Information Systems

- International Business

- Marketing

- Operations & Supply Chain Management

- Organizational Leadership and Management

- Professional Sales
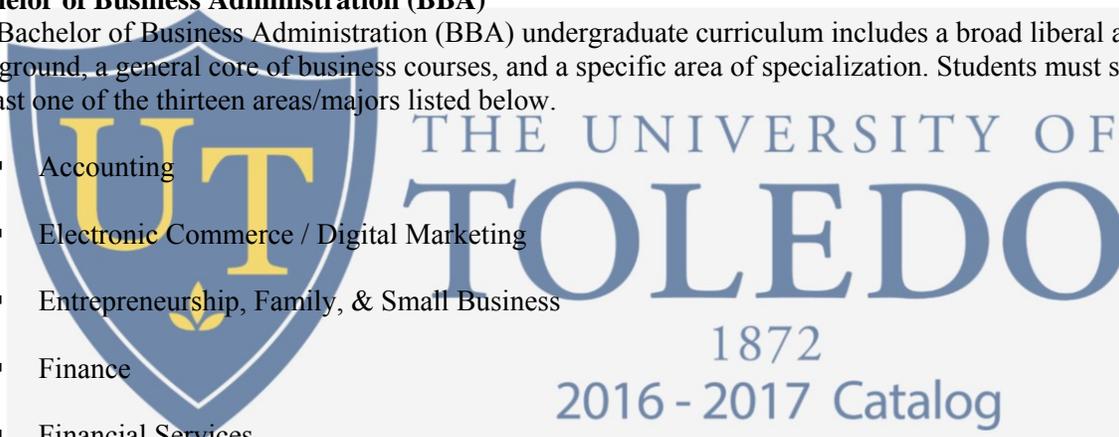
Bachelor of Science in Information Technology (BSIT)

The Bachelor of Science in Information Technology (BSIT) program is offered jointly by the College of Engineering and the College of Business and innovation. The BSIT program features a hands-on education leading to careers in the management of the technology infrastructure of organizations of all types and sizes. The program specifically focuses on the technology side of information technology and emphasizes interfacing technologies and the management of technologies. The curriculum covers the operational support and administration of diverse computing systems and the integration of existing technologies, components and products The program will provide students with a breadth of skills in the core information technologies including programming, computer hardware and networking, databases and web technologies in order to prepare students for positions as information technologists providing operational and infrastructure support for computer and information systems in business, manufacturing and institutional organizations.

Bachelor of Applied Organizational Technology (BAOT)

The Bachelor of Applied Organizational Technology (BAOT) program is a 2+2 completion degree for students with a technical associate degree. It includes a general business focus as well as general education and higher level non-business coursework. Some students elect to include a minor from outside the college of business as part of their degree requirements. Students may also complete a business minor in addition to required courses. All transfer students must have a minimum GPA of 2.25 and have completed a technical associate degree to be accepted into the College of Business and Innovation for the bachelor of applied organizational technology. Transfer students' admission will be determined by the higher education (HEd) grade point average. The HEd GPA is based on all letter grades attained at all institutions of higher learning and uses the point average scale of "A" equaling four points.

Associate Degree Programs

The Department of Applied Organizational Technology (DAOT) offers degrees in:

- Accounting Technology

- Business Management Technology

- Computer Network Administration

- Computer Software Specialist

- Information Services and Support

- Pre-Business (2+2 with BBA)

- Programming and Software Development

- Technical Studies - General as well as a Graphic & Web Design option.
  Only one degree in Technical Studies will be awarded

Workplace Certificates –Non-Degree Granting Programs

While not an official academic designation on a transcript, these workplace certificates have credit-bearing courses which appear on an official transcript and give added value to career goals. Coursework may also be applied to future degree programs. Review of these scenarios must be discussed with a COBI academic adviser.

If a student is not in another degree-granting program at the University of Toledo, they will need to apply to UT as a non-degree student in order to enroll in the courses. Students must meet pre-requisites to take all courses including junior standing for the Financial Planning and Real Estate certificates. Post baccalaureate workplace certificates (noted below) are designed for those students who have already completed a bachelor degree of some kind.

- Accounting Technology

- Business Management Technology

- Computer Network Administration

- Computer Software Specialist

- Financial Planning

- Information Services and Support

- Programming and Software Development

- Real Estate

- Web Design

- Digital Marketing (post baccalaureate)

- Consultative Sales (post baccalaureate)
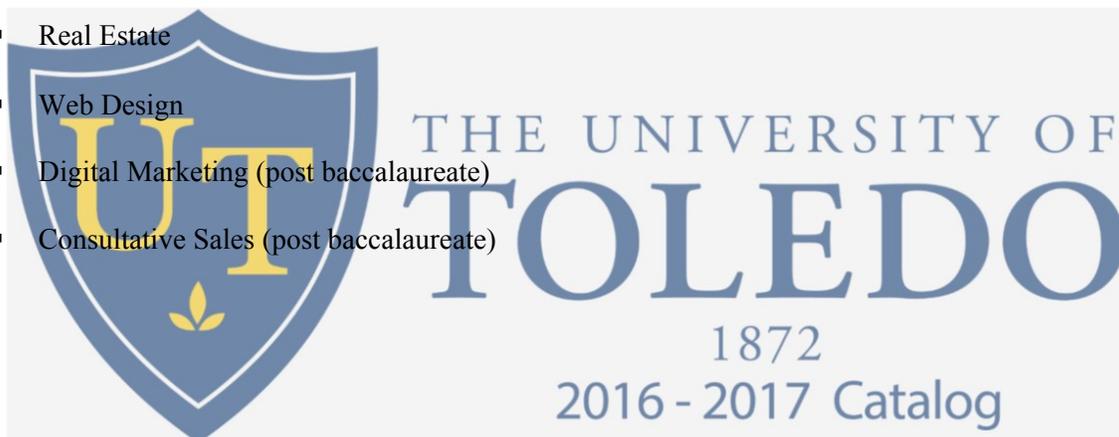
Admission Requirements/Policies

General Requirements

Bachelor of Business Administration (BBA)
To be admitted to the Bachelor of Business Administration program (BBA) at The University of Toledo, students need a minimum 2.80 cumulative high school grade point average (GPA) **or** a minimum 25 ACT composite /1150 SAT composite **or** a GED average score of 510 (2002 format)/710 (2014 format). Students who do not qualify for direct admission into the College of Business and Innovation BBA may be admitted to the Associate of Arts, AA, pre-business degree program. The AA PREB program is a 2+2 program with the Bachelor of Business Administration degree, but students may move into the BBA program any time after they have earned a 2.4 UT GPA.

Bachelor of Science in Information Technology (BSIT)
To be admitted to the Bachelor of Science in information technology program (BSIT) at The University of Toledo, students need a minimum 2.5 cumulative high school grade point average (GPA) **or** a GED average score of 480 (2002 format)/700 (2014 format) with a Mathematical Reasoning subscore of 180 **AND** a minimum 21 ACT composite with a minimum 20 ACT in Math **or** a minimum 990 SAT with a 480 Math subscore.

Bachelor of Applied Organizational Technology (BAOT)
Students must have an earned technical associate degree and a minimum GPA of 2.25 to be admitted to the Bachelor of Applied Organizational Technology at The University of Toledo. Transfer students' admission will be determined by the higher education (HEd) grade point average. The HEd GPA is based on all letter grades attained at all institutions of higher learning and uses the point average scale of "A" equaling four points.

Associate Degree Programs
To be admitted to an associate degree program in the College of Business and Innovation at The University of Toledo, students need a minimum 2.00 cumulative high school grade point average (GPA) **or** a minimum 18 ACT composite /870 SAT composite **or** a passing GED average score of 450 (2002 format)/600 (2014 format). Students who do not qualify for admission to the College of Business and Innovation will be admitted to the University of Toledo Learning Collaborative and may transfer to the College of Business and Innovation when the minimum requirements are met.

Admission to Divisions - BBA
The qualifications for admission to the undergraduate degree program and to the upper division, the prerequisites for courses, and all other requirements apply equally to full-time, part-time and transfer students. For purposes of internal admissions, the College of Business and Innovation has the following divisions:

1. The Lower Division – Students admitted to the BBA enter this division upon admission to the University and to the college. In the lower division, students complete the pre-professional business and University Core/General Education Classes.

2. The Upper Division – Undergraduate students in the BBA apply for admittance to the upper division also known as the professional division or sequence when their earned hours plus their registered hours total at least 60 hours. In additional to the 60 hours, a student must have earned a minimum GPA of 2.25 in the following courses: BUAD 1010, 1020, 2030, 2040, 2050, 2060, 2070 and 2080; as well as an overall minimum GPA of 2.25. A student not meeting the overall standards

but with a cumulative GPA of 2.0 upon appeal, will be reviewed by the college admission committee for admission to the upper division on an individual basis. Students may officially declare their major or area of specialization when applying to the upper division.

Students wishing to major in accounting have additional requirements which must be met to enter this major/area of specialization. To be admitted to the accounting area of specialization and to register for ACCT 3110, students must earn a minimum GPA of 2.750 in the introductory-level college accounting courses, including a grade of C (2.0) or higher in both BUAD 2040 and 2050 or equivalent courses, and an overall higher education minimum GPA of 2.750 in all prior college level courses. Any appeals are reviewed by the Accounting Department.

Transfer / Change of College Admission Requirement
All transfer students must have a minimum GPA of 2.40 to be accepted into the College of Business and Innovation to pursue a Bachelor of Business Administration (BBA), a minimum GPA of 2.25 to be accepted into Bachelor of Science in Information Technology (BSIT), a minimum GPA of 2.25 to pursue a Bachelor of Applied Organizational Technology (BAOT) and a minimum 2.00 GPA to pursue any associate degree in the College of Business. Transfer students' admission will be determined by the higher education (HE) grade point average. The HE GPA is based on all letter grades attained at all institutions of higher learning and uses the point average scale of an equaling four points.

The admission of students wishing to change from another college within The University of Toledo to the College of Business and Innovation is the same as for a transfer student.

College of Business and Innovation Honors Program

Jesup Scott Honors College
The Jesup Scott Honors College is an opportunity for students of high ability and achievement to enrich their regular program of college work. Admission is based on grades, scores on achievement tests and an essay. The College of Business and Innovation's Honors Program is offered as part of the Jesup Scott Honors College. Students take honors courses in the Honors College, as well as in the College of Business and Innovation. Enrollment in honors courses is limited. Approximately 30 freshman students are admitted each fall to a program leading to receipt of the College of Business and Innovation honors citation upon graduation.

Departmental Honors
Currently enrolled University of Toledo students and transfer students may apply during their last semester in the college's lower division for admission to the College of Business and Innovation departmental Honors Program if they have completed at least 45 semester hours of college work and have earned a minimum GPA of 3.3 (4.0 scale). Students are admitted to the departmental honors program on a space-available basis.

Program Requirements
College of Business and Innovation College Honors Program
To be eligible for the College of Business and Innovation Honors Program citation, a student must:

1. Fulfill all requirements for an approved degree program within the college with a minimum overall GPA of 3.3.

2. Complete a minimum of 33 hours of honors courses, which must include the courses listed below.

3. If a student already has non-Honors credit for a required course, another honors course will be substituted.

Lower Division Courses:
BUAD 1010 Introduction to Business
BUAD 2040 Financial Accounting Information
HON 1010 Readings Conference I
HON 1020 Readings Conference II
HON 2020 Multicultural Literatures: The North American Experience
  Or
HON 2030 Multicultural Literatures: The Non-European World

Upper Division Courses:
BUAD 3010 Principles of Marketing
BUAD 3020 Principles of Manufacturing and Service Systems
BUAD 3030 Managerial and Behavioral Processes in Organizations
BUAD 3040 Principles of Financial Management
BUAD 4020 Senior Business Policy Forum – Honors Project

Plus a minimum of three hours earned by successful completion of one upper-division interdisciplinary seminar offered through the University Honors College.

College of Business and Innovation Departmental Honors Program
To be eligible for the College of Business and Innovation departmental Honors Program citation, a student must:
1. Fulfill all requirements for an approved degree program within the college with a minimum overall GPA of 3.3.

2. Complete a minimum of 15 hours of honors courses that must include the following:
Upper Division Courses:
BUAD 3010 Principles of Marketing
BUAD 3020 Principles of Manufacturing and Service Systems
BUAD 3030 Managerial and Behavioral Processes in Organizations
BUAD 3040 Principles of Financial Management
BUAD 4020 Senior Business Policy Forum-Honors Project

3. If a student already has non-Honors credit for a required course, another honors course will be substituted.

Honors Retention Standards

To remain in good standing in the College of Business and Innovation Honors Program, a student must earn a minimum overall GPA of 3.0 by the end of the first year (typically at least 30 hours), 3.1 by the end of the second year (typically at least 60 hours), and 3.2 by the end of the third year (typically at least 90 hours), and make satisfactory progress toward fulfillment of the requirements for a degree "with honors" in the college.

Study Abroad Opportunities for Business Majors

Participation in Study Abroad allows our students to gain hands-on, practical international experience for today's global marketplace. The University of Toledo has partnered with various consortia to include USAC (University Studies Abroad Consortium) ISA (International Studies Abroad) GlobaLinks Learning Abroad – AustraLearn / AsiaLearn / EuroLearn, and Semester at Sea. These partnerships allow UT students the opportunity to study at top-ranked, international universities throughout the world. Our most popular sites include: Torino Italy, Bilbao Spain, Gold Coast Australia, Shanghai China, Luneburg Germany, and Puntarenas Costa Rica.

All College of Business and Innovation students, regardless of their intended major(s), are strongly encouraged to study abroad throughout their undergraduate degree program. Study abroad programs assist students in the development of academic, intellectual, personal, professional, and cross-cultural skills. Students may choose to study abroad over a traditional fall or spring semester, over non-traditional, intensive summer sessions, or throughout the full academic year. Students typically enroll in a combination of upper-level business courses and core curricular courses (taught in English). Elementary, intermediate, and upper-level foreign language tracks are also available; multiple courses may be completed in only one semester (particular programs determine language requirements). Foreign language proficiency prepares students for international internship opportunities.

Additionally, the College of Business and Innovation offers 10-day, faculty-led, international intensive immersion trips to Eastern Europe, Western Europe, and Asia throughout the academic year (to include summer semester). Intensive immersion opportunities vary from year to year.

COBI students will meet with the COBI Study Abroad Specialist, Deborah Krohn, who works in conjunction with the Director of Student Academic Success and the COBI department chairs to identify which study abroad courses will transfer into their specific degree program.

Please note that current students are also eligible to receive a free travel grant from The University of Toledo's Center for International Studies and Programs Office. For more information on any of the aforementioned programs, please contact Deborah Krohn, the College of Business and Innovation Study Abroad Specialist, at deborah.krohn@utoledo.edu or COBI Student Services at 419-530-2087 for a referral. Please note that early preparation (first-year planning) is imperative to successful study abroad opportunities!

Academic Policies

Class Rank
In the College of Business and Innovation, class rank is determined as follows:

Rank	Hours Earned	
Freshman	0-29.99	
Sophomore	30-59.99	
Junior	60-89.99	
Senior	90+	UT Policy - Class Rank

Academic Advising
Students receive advising concerning their academic program from the college professional advisers located in the Office of Student Retention and Academic Success in Savage Business Complex Room 3130. Students may self-select which of the COBI advisers to work with or the office will make recommendations based on need and adviser level of expertise. Advisers are cross-trained in a variety of areas so that someone is always available to answer specific questions. Appointments and walk-in hours are available throughout the year. Students may also email general questions to the staff through COBIadvising@utoledo.edu. Degree audits (DARS) are available in the office and online through Student Self-Service through the myUT portal.

Although advisers assist students as needed, *the final responsibility for fulfilling all degree requirements rests with the student.*

Degree Audit Requirement (DARS)
The Degree Audit Reporting System is an automated record that contains all of a student's graduation requirements and tracks that student's progress toward meeting those requirements. Degree audits are available to students upon request from the Office of Student Retention and Academic Success and online through the myUT portal Student Self-Service. Students are encouraged to keep current degree audits for their personal use and to discuss their degree audits with their academic advisers.

Declaring or Changing a Major and/or Minor
Forms for declaring or changing a college major and/or minor are available in the Office of Student Retention and Academic Success or online at http://www.utoledo.edu/business/StuServ/Forms.html

Transfer /Change of College Degree Requirements
All College of Business and Innovation degree requirements are the same for students whether or not they begin at UT or transfer into a program at some point.

Transfer courses will be evaluated by the Registrar's Office in conjunction with the College of Business and Innovation and other related colleges after the student has submitted official transcripts from all colleges/universities attended and has been accepted by the university. The student must complete the evaluation process before the end of the first term of attendance at UT.

For purposes of determining the UT GPA, grades from another institution do not transfer. The GPA will be based on the course work taken while enrolled in The University of Toledo. For students transferring into the College of Business and Innovation from another college within The University of Toledo, all undergraduate hours attempted and earned, as well as the GPA, will transfer. To qualify for the Bachelor of Business Administration degree, students must fulfill all College of Business and Innovation course and grade requirements.

Transfer students should note The University of Toledo will include all course work taken at all institutions of higher education in the calculation to determine if a student will graduate with honors. All college course work taken is computed in determining eligibility for graduation with honors, although no student will be awarded a level of honors above that indicated by The University of Toledo cumulative GPA. The University of Toledo requires a minimum of 30 semester hours of standard letter-graded courses from UT in order to qualify for graduation with honors.

Students must complete at least 50% of all business courses, as well as 50% of major/area of specialization courses and 50% of business minor courses at the University of Toledo.

Evaluation of Transfer Courses
The College of Business and Innovation Office of Student Retention and Academic Success (Student Services) assists in the evaluation of business coursework based on course equivalencies determined by the appropriate academic unit as coordinated through the Registrar's Office. In many cases, courses from other universities/colleges have been pre-approved for equivalency and will transfer with confirmation. Equivalent courses from AACSB-accredited schools automatically transfer. When automatic transfer does not exist for any of the CORE Business courses, it may be possible for a student to obtain course equivalency by petitioning to take a proficiency exam to validate the credit. Students should provide a course syllabus and/or any additional documentation with the petition. Students should contact COBI Student Services for additional information. The evaluation of non-business coursework is coordinated by the Registrar's Office and completed by the appropriate corresponding college.

Testing for Course Credit
In the College of Business and Innovation, there are two distinct areas of testing for credit related to COBI courses – (1) testing to validate transfer or native coursework that was not applied at the desired level of credit based on accreditation or other issues for credit and (2) testing based on knowledge earned outside the classroom as defined by the university policy on credit for prior learning.

Students who have transfer or native credit that was not initially accepted for course credit or course credit at the desired level, possibly based on accreditation issues, may pursue testing for credit based on departmental approval and test availability to hopefully validate their transfer credit to the desired level. In many departments, testing for credit is only allowed for COBI CORE courses designated by a "BUAD/Business Administration" prefix. A maximum of 50% of major or minor courses as well as 50% of all business courses may be taken as transfer credit. Some departments/majors have transfer agreements in place with other Universities that set additional conditions or procedures which supersede this general college policy.

Students who feel they have significant knowledge in a COBI CORE subject area may pursue a "testing for credit" option through university procedures*. COBI CORE subject areas are limited to BUAD courses and are not major specific. Courses in the AOT department are currently not subject to these limitations and are open to any testing procedures as approved by the university. Please see the Credit By Assessment Form located on the Registrar's Office website for additional information:

http://www.utoledo.edu/offices/registrar/forms.html   UT Policy - Credit for prior learning

There are no fees associated with the validation of transfer course credit, but university fees do apply for other testing options. **All COBI testing procedures** are coordinated through the specific department chairs, the Office of Student Retention and Academic Success and the Dean's Office. Any test for a course may only be attempted once.

Code of Student Academic Conduct and Student Academic Grievance Procedure

Issues related to charges of student academic misconduct or disputes as to final course grades, and the procedures for resolving such issues are set forth by the specific language of the COBI Code of Student Academic Conduct and the procedures for resolution of such issues in the COBI Student Academic Grievance Procedure. For non-College of Business course grievances and in situations where a student has exhausted COBI procedures but is not satisfied with the outcome, students are directed to the UT Grievance Procedure. COBI Procedural guidelines are located on the college's Web site at http://www.utoledo.edu/business/COBI/COBICCD/COBIStudentResources.asp

UT Policy - Academic Dishonesty
UT Policy - Academic Grievance

GPA Recalculation for Repeated Courses

Effective fall 2006, if a student repeats a UT course and receives a higher grade, a request to delete the original grade, as long as the original course grade was lower, can be made. Prior to fall 2006, if a student repeats a UT course and receives a grade of C (2.0) or higher, a request to delete the original grade, as long as the original course grade was a C- or lower, can be made. The request form is available in the Student Services Center. If the original grade was earned because of cheating or academic dishonesty, it will not be deleted. A maximum of 12 credit hours can be deleted by university policy. UT Policy - GPA Recalculation for repeated courses

Residency Requirement

To earn a BBA degree from the College of Business and Innovation, a student must complete at least 50 percent of business credits from the college as well as 50 percent of their major and minor course work. The senior year (final 30 semester hours) in the baccalaureate program must be taken in residence at UT by all business students. Under certain circumstances, appeals to the senior residency rule are approved for up to 15 semester hours. For associate degrees, the final 15 semester hours or a minimum 15 semester hours must be taken in residence at the University of Toledo. UT Policy - Residency Requirement

Additional Degrees / Course work

While students may return to complete additional course work or degrees after an initial bachelor degree is awarded, a second BBA will not be awarded if the initial degree was also a BBA or an equivalent degree in Business.

Multiple associate degrees may be awarded, but only one ATS, Technical Studies, degree will be awarded.

Academic Probation

When a student's cumulative GPA falls below 2.0, the student is automatically placed on probation. Students are recommended to reduce their enrolled hours and meet with an adviser to develop a plan of action to improve their GPA.

Academic Suspension

Academic suspension means a student is not eligible to enroll in courses from The University of Toledo or any other college/university for a minimum period of one semester. A student is subject to academic suspension if he/she falls below the minimum requirements or fails to make sufficient progress toward attainment of the degree. No course work taken at any other educational institution during the student's suspension shall be accepted as transfer credit without approval. However, students may remove incompletes while under suspension.

UT Policy - Academic Standing/Suspension

University standards for required minimum GPA associated with attempted quality hours
- Minimum 1.00 GPA, after attempting 10-19 semester hours
- Minimum 1.50 GPA, after attempting 20-29 semester hours
- Minimum 1.70 GPA, after attempting 30-39 semester hours
- Minimum 1.80 GPA, after attempting 40-49 semester hours
- Minimum 1.90 GPA, after attempting 50-59 semester hours
- Minimum 2.00 GPA, after attempting 60 semester hours
  Note: A student may be suspended if the student falls below a cumulative GPA
  of 2.0 for two consecutive semesters after attempting more than 60 semester hours.

Readmission

Suspended students cannot enroll at UT for at least one semester. A suspended student must submit an appeal in writing for readmission to the College of Business and Innovation Academic Standards Committee at COBIadvising@utoledo.edu . Students suspended for a second time cannot enroll at UT for at least one year. Appeals must be received at least one month prior to the beginning of the academic term.

Additional UT Undergraduate Academic Polices

- UT Policy - Enrollment Status
- UT Policy - Academic Forgiveness
- UT Policy - Adding/Dropping a course
- UT Policy - Dual Degrees
- UT Policy - Grades and Grading
- UT Policy - Priority Registration
- UT Policy - Graduation with Honors distinction; Dean's List; President's List
- UT Policy - Missed Class Policy
- UT Policy - Confidentiality of student records (FERPA)
- UT Policy - Administrative adjustment for extenuating circumstances
- UT Policy - Veteran and service members' support and assistance

# Degree Requirements for the Bachelor of Business Administration (B.B.A.)

Grade and Hour Requirements

In order to earn a B.B.A. degree, students must complete a minimum of 125 semester hours of course work, with a minimum cumulative 2.0 GPA on a 4.0 scale. All General Education/University Core, lower division and upper division requirements must be satisfied. Students must earn a minimum of a C (2.0) grade in each course in the major/area of specialization, in the Communication requirement, and in each course in a business minor (if one is completed). The departmental chair has the prerogative of substituting an additional course in the area of specialization or minor, rather than requiring the student to repeat the course in which a grade below C was received. The student must earn a C or higher in the substituted course for it to satisfy the requirements of the specialization or minor.

Lower Division Curricular Requirements

Students earning bachelor degrees in all colleges and programs are required to complete 36 credit hours of courses that comprise the General Education/University Core Curriculum. The courses are distributed in the areas of English composition, humanities/fine arts, social sciences, natural sciences, mathematics and multicultural studies.

Lower Division courses that each student is required to take in the College of Business and Innovation, regardless of area of specialization, are identified below. Students must earn a minimum 2.25 GPA in the subset courses (*) to meet graduation requirements. Students must also earn a grade of "C" (2.00) or higher in their Executive Communication course.
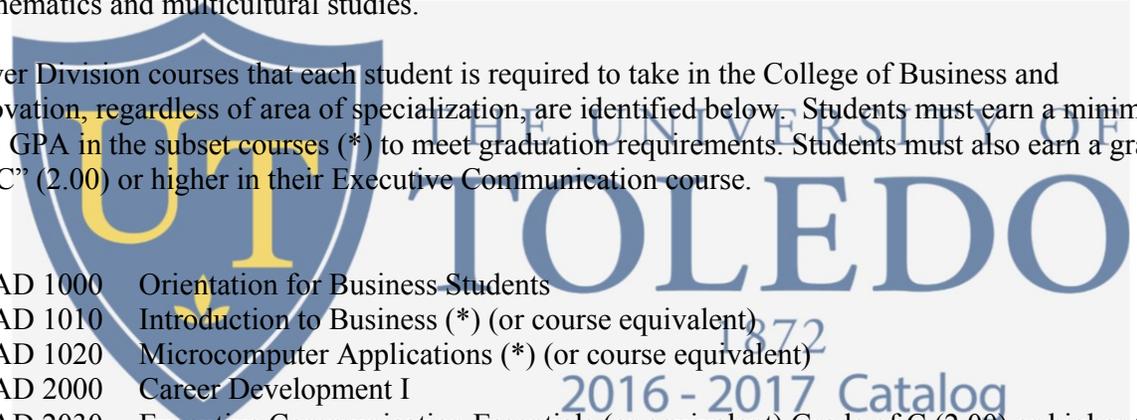
BUAD 1000   Orientation for Business Students
BUAD 1010   Introduction to Business (*) (or course equivalent)
BUAD 1020   Microcomputer Applications (*) (or course equivalent)
BUAD 2000   Career Development I
BUAD 2030   Executive Communication Essentials (or equivalent) Grade of C (2.00) or higher (*)
BUAD 2040   Financial Accounting Information (*) (or course equivalent)
BUAD 2050   Accounting for Business Decision Making (*) (or course equivalent)
BUAD 2060   Data Analysis for Business (*) (or course equivalent)
BUAD 2070   Business Statistics and Analytics (*)
BUAD 2080   Global Environment of Business (*) (or course equivalent)

Upper Division Curricular Requirements

All students make formal application for admission to the upper division beginning one semester prior to the semester in which they earn 60 hours.
The core junior and senior years of the curriculum consist of the following upper division business requirements, an area of specialization, and a minor or business elective courses. Students must earn a minimum 2.25 GPA in the subset courses (*) to meet graduation requirements. Students must also earn a grade of "C" (2.00) or higher in all major and minor courses.

BUAD 3000   Career Development II
BUAD 3010   Principles of Marketing (*)
BUAD 3020   Principles of Manufacturing and Service Systems (*)
BUAD 3030   Managerial and Behavioral Processes in Organizations (*)

BUAD 3040   Principles of Financial Management (*)
BUAD 3050   Information Technology Management (*)
BUAD 3470   Legal and Ethical Environment of Business (*)
BUAD 4020   Senior Business Policy Forum (*)

The University of Toledo College of Business and Innovation

2016-2017 Generic BBA Degree Requirements Beginning With MATH 1730

Sample Full-Time Plan of Study

			Fall Semester				Spring Semester	
Freshman Year	BUAD	1000	Orientation	1	BUAD	1020	Micro-Computer Applications	3
	BUAD	1010	Intro. To Business	3	ENGL	2960	Organizational Report Writing	3
	ENGL	1110	College Composition 1	3	ECON	1200	Intro to Micro Economics	3
	Math	1730	Calculus w/ Apps to Bus. And Fin.	5		*	Natural Science Lecture	3
	ECON	1150	Intro to Macro Economics	3		*	Natural Science Lab	1
						*	Humanities	3
			Total Hours	**15**			**Total Hours**	**16**
Sophomore Year	BUAD	2060	Data Analysis for Business	3	BUAD	2030	Executive Comm Essentials	3
	BUAD	2040	Financial Accounting Info	3	BUAD	2050	Accounting for Decision Making	3
	BUAD	2000	Career Development I	1	BUAD	2070	Bus Statistics and Analytics	3
		*	Social Science	3	BUAD	2080	Global Environment of Business	3
		*	Natural Science Lecture	3		*	Multicultural U.S. Diversity	3
		*	Humanities	3		*	Elective	1
			Total Hours	**16**			**Total Hours**	**16**
Junior Year	BUAD	3010	Principles of Marketing	3	BUAD	3470	Legal Environment of Business	3
	BUAD	3020	Principles of Manuf-Service Systems	3			Major /Area of Specialization	3
	BUAD	3030	Managerial and Behav. Processes	3			Major /Area of Specialization	3
	BUAD	3040	Principles of Financial Mgmt.	3			Minor/ Business Elective	3
	BUAD	3050	Information Technology Mgmt.	3		*	General Education/Elective	3
	BUAD	3000	Career Development II	1			Elective	1
			Total Hours	**16**			**Total Hours**	**16**
Senior Year			Major /Area of Specialization	3			Major /Area of Specialization	3
			Major /Area of Specialization	3			Major /Area of Specialization	3
			Major /Area of Specialization	3			Minor/ Business Elective	3
			Minor/ Business Elective	3	BUAD	4020	Senior Business Policy	3
		*	Multicultural Non Western	3			Elective	3
			Total Hours	**15**			**Total Hours**	**15**

Notes: * Select from approved General Education/University Core course work, see Degree Audit for course selections.

Sample plans beginning with Math 1200 or Math 1320, possible prerequisites to Math 1730 based on placement, may be found on the COBI homepage. These plans may still be completed within the minimum 125 credit hours required for the BBA.

Requirements for areas of specialization and minors are identified by functional area in the following pages. Students in the College of Business and Innovation wishing to pursue a second area of specialization may count up to two relevant courses (6 hours) taken in their first specialization toward a second specialization. Relevance of the courses is at the discretion of the two departments. Such a program may require taking more than the minimum of 125 hours for the B.B.A. degree.

Programs of Study - BBA

Areas of Specialization / Majors

Students must take a minimum of 10 courses between their area of specialization/major and either a business minor, second specialization or other 3000/4000 level business electives. Courses in the area of specialization may consist of required and/or elective courses and an internship opportunity. Students should consult their degree audit for specific degree and major requirements.

Students wishing to complete 2 COBI majors may only double count up to 2 courses in their majors. While 3 majors are allowed, the DARS system cannot display 3 majors. Therefore it is a student's responsibility to notify their adviser prior to any advising appointment or questions regarding degree completion so that additional steps may be taken to access the correct information. Only one BBA will be awarded.

Accounting

Dr. Hassan HassabElnaby, departmental mentor

Accountants work as financial consultants who help their clients or employers find creative solutions to business problems. Accountants provide the necessary information and analysis companies need to become more effective and efficient. Accountants perform a wide range of services, requiring a broad-based skill set.

The department of accounting offers courses in the areas of financial accounting, management accounting, auditing, accounting systems and taxation. Completion of an accounting area of specialization leads to professional careers in public accounting, business and government and begins the preparation for the Certified Public Accountant (CPA), Certified Management Accountant (CMA) and Certified Internal Auditor (CIA) examinations.

The specialization in accounting is designed to enable students to advance more rapidly to positions of responsibility and leadership in their chosen fields. In the state of Ohio, all candidates taking the CPA exam must have completed 150 credit hours. Accounting career fields other than public accounting have not adopted the 150-hour requirement. Students should discuss additional CPA requirements with their Accounting faculty members.

The department of accounting offers a graduate degree, the MS in Accounting, which can be pursued after completion of the bachelor's degree.

Program Requirements

No junior-level accounting courses may be attempted until a student is admitted to the upper division and the Accounting major by the College of Business and Innovation Accounting Department.

Required Courses: 19 hours

ACCT 3110   External Financial Reporting I (4 hrs)
ACCT 3120   External Financial Reporting II
ACCT 3210   Individual Taxation
ACCT 3310   Accounting Information Systems and Controls
ACCT 3320   Internal Reporting
ACCT 4420   Auditing

Elective: Choose one of the following - 3 hours:
ACCT 4130   External Financial Reporting III
ACCT 4250   Taxation of Business Entities
ACCT 4410   Governmental and Not-For-Profit Accounting

Students wishing to register for ACCT 3110 must meet the following prerequisites: a GPA of 2.750 or better in all introductory level college accounting courses, including a grade of C (2.0) or higher in BUAD 2040 and 2050 or equivalent courses, and an overall higher education GPA of 2.750 or higher in all prior college-level courses. A permit must be entered to allow a student to register for ACCT 3110.

Digital Marketing (formerly Electronic Commerce) – pending final approval of course title and program modifications
Irena Pentina, departmental mentor

The digital marketing specialization provides students with the managerial and technical skills for successful careers in the networked economy including Web design and maintenance as well as a study of business intelligence management in an e-commerce environment, including the use of data mining and warehousing tools for market analysis and business decision supports. These competencies are essential for business professionals in fields such as marketing, financial services, international business, purchasing, information systems, operations management and professional sales.

Program Requirements
Required Courses: 12 hours
EBUS 3090   Doing Business Digitally (E-Commerce and the Networked Economy)
EBUS 3180   Web Design and Data Analytics (Web Design for Business Communication)
EBUS 4040   Digital Business Intelligence (E-Commerce Intelligence Management)
EBUS 4150   Social Media Marketing (E-Commerce Business Models & Project Management)

Electives – Choose one of the following career tracks: 9 hours
Digital Technology Track
INFS 3380   Web Application Development I
INFS 3240   Business Intelligence Systems
INFS 3780   Enterprise Wide Information System Management
Or
Digital Marketing Applications Track
MKTG 3280 Internet Marketing (required in this career track)
 and 2 courses from
MKTG 3260   Global Framework for E-commerce/Mobile marketing
MKTG 4980   Special Topics
MKTG 4940   Internship

Entrepreneurship, Family, & Small Business
Sonny Ariss, departmental mentor

Entrepreneurship can be viewed as a personal passion for success, the desire to operate your own business, and spread your own wings. Success in your own business can be an exhilarating experience, but success does not just happen; it takes knowledge, preparation and skilled application.

The major in entrepreneurship educates and prepares students to succeed in their own business, or to achieve enhanced success in an existing business. Several key disciplines are pursued within the major, including finance, management, communications, human resources, ethics and critical thinking. Graduates of the entrepreneurship major will be prepared to begin implementing their own business idea, acquire a franchise, or work for an established company seeking creative people to develop and manage new products.

Program Requirements
Required Courses: 18 hours
EFSB 3480   Entrepreneurial Finance
EFSB 4590   Entrepreneurship and Small Business Management
EFSB 4010   Growing Family and Entrepreneurial Businesses
EFSB 4690   Innovation and Technology Commercialization
EFSB 4790   Franchising
  or PSLS 3440 Professional Sales
BLAW 3570   Laws of Structuring and Operating a Business

Additionally, EFSB 4940 - Internship, or a 3000/40000 level business elective is the 7th course in the major requirement.

Finance
Özcan Sezer, departmental mentor

Finance is the management of money, banking, investments and credit. Finance majors gain an understanding of how to acquire, manage and invest corporate funds. They also study financial institutions, financial markets, security analysis and investments

For this area of specialization, students must earn a grade of C (2.0) or higher in BUAD 3040 as well as their FINA courses and complete a total of 7 courses/21 hours in the area of specialization. Neither FINA 2000 nor 3060 may count toward credit for the FINA major.

Program Requirements
Corporate Finance major –

Required Courses: 4 courses/ 12 hours
FINA 3480   Investments
FINA 4080   Intermediate Corporate Finance
FINA 4090   Financial Markets and Institutions

Select one required course from:
FINA 3890   Financial Modeling with Excel
FINA 4100   Security Analysis & Portfolio Management
FINA 4200   Fixed-Income Securities
FINA 4340   Derivatives, Securities & Markets
FINA 4670   Advanced Corporate Finance

Elective Courses: 3 courses/9 hours

FINA 3070	Business Fluctuations and Outlooks (BANS 3070)
FINA 3080	Management Economics (BANS 3060)
FINA 3500	International Business Finance
FINA 3600	Risk Management
FINA 3890	Financial Modeling with Excel (if not selected as a required course)
FINA 4100	Security Analysis & Portfolio Management (if not selected as a required course)
FINA 4200	Fixed-Income Securities (if not selected as a required course)
FINA 4340	Derivatives, Securities & Markets (if not selected as a required course)
FINA 4480	Student Managed Portfolio – with departmental approval
FINA 4670	Advanced Corporate Finance (if not selected as a required course)
FINA 4900	Special Topics
FINA 4940	Finance Internship – with departmental approval

Financial Services

Özcan Sezer, departmental mentor

Whereas finance is the management of money, banking, investments and credit, those in financial services take these skills further to communicate and advise customers about finance decisions. Financial markets are quickly changing by incorporating e-commerce and sales management into the field. Financial services majors focus more on the interpersonal side of finance to meet the needs as professionals in this rapidly changing environment. Often times, the workload of a financial service major is mostly self-determined.

The majors consist of 7 required and elective courses beyond BUAD 3040, to equal 21 hours. Neither FINA 2000 nor 3060 may count toward credit for the FINA major.

Program Requirements
Financial Services major –
Required Courses: 3 courses/ 9 hours

FINA 3480	Investments
FINA 4090	Financial Markets and Institutions
PSLS 3440	Professional Sales

Elective Courses: 4 course/12 hours
Recommended courses for Insurance and Financial Planning:

FINA 3600	Risk Management
FINA 3610	Life and Health Insurance
FINA 4890	Estate Planning
FINA 4900	Special Topics – Series 7

Additional elective options:

FINA 3660	Real Estate Principles
FINA 3670	Real Estate Valuation
FINA 3680	Real Estate Law Insurance & Taxes
FINA 3890	Financial Modeling with Excel
FINA 4100	Security Analysis
FINA 4200	Fixed-Income Securities
FINA 4340	Derivatives, Securities & Markets
FINA 4480	Student Managed Portfolio – with departmental approval
FINA 4940	Finance Internship – with departmental approval

General Management

Sonny Ariss, departmental mentor

This area is designed to be more of a General Business option for students possibly interested in completing their degree or wishing to focus in a variety of Business courses in addition to a general management focus. Students seeking the complete array of course work in an intense Management curriculum should select the Organizational Leadership and Management area of specialization/major listed later in this section.

Program Requirements
Required Departmental Courses: 12 hours
Select four courses from with a maximum two courses from each alpha code:
BLAW 3550   Legal and Safety Compliance
BLAW 3570   The Laws of Structuring and Operating a Business
BLAW 3670   International Business Law
BLAW 4570   Legal and Ethical Aspects of Managing Innovation and Technology
BLAW 4580   Detection and Prevention of Deceptive Business Practices
EFSB 4010   Growing Family and Entrepreneurial Businesses
EFSB 3480   Entrepreneurial Finance
EFSB 4590   Entrepreneurship and Small Business Management
EFSB 4690   Innovation and Technology Commercialization
EFSB 4790   Franchising
EFSB 4940   Entrepreneurship Internship (with departmental approval)
HURM 3220   Human Resource Management
HURM 4250   Performance Management for Individuals and Teams (MGMT 4250)
HURM 4640   Benefits, Health and Wellness
HURM 4650   Compensation
HURM 4660   Planning, Selection & Recruitment
HURM 4710   Training and Evaluation
MGMT 3630   Conflict Management: Mediation and Negotiations (HURM 3630)
MGMT 3770   Ethics in Leadership and Management
MGMT 3910   Research in Management (with departmental approval)
MGMT 4210   Leading and Managing Organizational Improvement
MGMT 4880   Sports Leadership (previously offered under MGMT 4900)
MGMT 4330   Organizational Leadership and Management Practicum
MGMT 4780   Leadership & Managerial Competencies
MGMT 4900   Contemporary Issues in Management
MGMT 4940   Management Internship (with departmental approval)

Electives: choose three additional courses from the following – 9 hours
Any 3000/4000 Business level courses not used in a minor from:
ACCT   BANS   EBUS   FINA
IBUS   INFS   MKTG   OSCM   PSLS

Human Resource Management

Sonny Ariss, departmental mentor

Human resource managers are needed in every size and type of organization. They help attract, develop and retain the people who make the organization successful. Human resource managers also work with team-building, problem-solving and interpersonal communication talents.

UT's human resource management program teaches students about a wide variety of HR issues – selection, training, recruitment, compensation, benefits, legal issues, employee relations and safety. Human resource management is designed to prepare candidates to assume positions as human resource practitioners in domestic and international business organizations, hospitals, nonprofit organizations, and local, state and federal government agencies.

Program Requirements
Required Courses: 21 hours
BLAW 3550   Legal and Safety Compliance
HURM 3220   Human Resource Management
HURM 4250   Performance Management for Individuals and Teams (MGMT 4250)
HURM 4640   Benefits, Health and Wellness
HURM 4650   Compensation
HURM 4660   Planning, Selection & Recruitment
HURM 4710   Training and Evaluation

Information Systems

P.S. Sundar, Departmental mentor

Information systems provides the student with the managerial and technical skills required to enter the challenging and dynamic field of computers and information systems. The student acquires knowledge involving a variety of topics, including widely used business programming languages, the design and implementation of management information systems, networking and communications, the managerial aspects of system development and the latest technological developments in database management, computer software and information technology.

Program Requirements
Required Courses: 9 hours
INFS 3150   Business Application Development I
INFS 3770   Data Base Management Systems
INFS 4510   Systems Analysis & Design

Electives: choose four from the following – 12 hours
Any additional INFS elective

International Business

Thomas Sharkey and Sam Okoroafo, departmental mentors

The international business area of specialization plays a key role in preparing future business managers for today's dynamic global marketplace. The program provides training for careers in small, mid-sized and large companies and government and international agencies with a global orientation, particularly multinational corporations, export-import firms, banks, transportation and logistics firms, and government and international agencies involved in international trade, finance and economic development.

Program Requirements
Required Courses: 12 hours
IBUS 3600   International Management
IBUS 4360   Global Business Strategies
MKTG 3140   International Marketing
FINA 3500*   International Finance
                  *Students may replace this course with MKTG 4220 with departmental approval.

Electives: Select any two – 6 hours

BLAW 3670   International Business Law
IBUS 3150   Understanding Cultural Differences for Business
MKTG 3260   Global Framework for E-Commerce
MKTG 4220   International Sourcing, Logistics and Transportation
PSLS 4500   International Sales Negotiation

Other courses subject to approval as electives, including study abroad courses and IBUS 4100.
Plus IBUS 4940 or 3000/4000 level business elective as the 7th course in the major requirement.
Foreign Language Requirements for International Business Area of Specialization
Students with an area of specialization in international business must demonstrate foreign language proficiency by satisfying one of the following requirements:
a) Completing four years of one foreign language in high school with a grade of B or higher in each course; or
b) Completing a university-level fourth semester (2150 or Intermediate II) foreign language course; or
c) Have a proficiency in a native language other than English.

Marketing
Thomas Sharkey, Departmental mentor

The marketing specialization provides the student with the skills to make decisions about product design and quality, pricing, channels of distribution, advertising and personal selling in ways that enhance consumer satisfaction and further the goals of the organization. The student learns to approach problems with a clear understanding of the relationship between marketing and other business functions.

Program Requirements
Required Courses: 9 hours (3 courses)

MKTG 3850   Buyer Behavior and Relationship Marketing
MKTG 3880   Marketing Research & Data-Based Management
MKTG 4130   Marketing Analysis & Decision Making

Electives: Select 6 hours (2 courses) from module I and and an additional 6 hours (2 courses) from either module 1 or module II to equal 12 hours (4 courses)
Module I:
MKTG 3140   International Marketing
MKTG 3280   Internet Marketing
MKTG 3690   Principles of Marketing Communication
MKTG 4540   Business Marketing

MKTG 4940   Internship
PSLS 3440   Professional Sales
Module II:
MKTG 3130   Supply Chain Management
MKTG 3260   Global Framework for E-Commerce
MKTG 3870   Advertising Strategy
MKTG 3910   Direct Marketing
MKTG 4110   Sports Marketing
MKTG 4120   Marketing Channels Management
MKTG 4220   International Sourcing, Logistics & Transportation
MKTG 4520   Advanced Market Analysis
MKTG 4570   Product & Pricing Management
MKTG 4980   Special Topics
MKTG 4990   Independent Study
PSLS 3080   Purchasing & Business Relationship Mgmt
PSLS 4710   Sales Force Leadership

Operations & Supply Chain Management
Paul Hong, departmental mentor

Operations & Supply Chain Management specialization is designed for students who are interested in the revitalization and enhancing the competitiveness of America's industrial base or who want to pursue careers in the rapidly expanding service sector. Students will acquire the knowledge and skills to manage people and resources. They are given a broad overview of operations from product design, process selection, TQM, production planning and scheduling, will understand sourcing, industrial marketing, logistics, transportation, quality, information systems, as well as emerging practices in supply chain management and e-commerce.

Program Requirements

Operations & Supply Chain Mgmt Required Courses: 9 hours (3 courses)
OSCM 3340   Quality Management & Process Improvement
OSCM 3610   Operations Planning and Control
OSCM 3660   Strategic Sourcing

Elective Courses: 12 hours (4 courses)
MKTG 3130   Supply Chain Management
MKTG 4220   International Sourcing, Logistics, and Transportation
OSCM 4420   Service Operations Management
OSCM 4760   Simulation Modeling and Analysis of Manufacturing/Service Systems
OSCM 4940   Internship
OSCM 4150   Supply Chain Analytics and Cases
OSCM 4210   Project Management
OSCM 4450   Business Forecasting
OSCM 4980   Contemporary Topics in OSCM
INFS 4980   Contemporary Topics in INFS

Organizational Leadership and Management

Sonny Ariss, departmental mentor

The area of specialization in organizational leadership and management prepares students to enter a variety of organizations, both for profit and not-for-profit. Graduates of this program receive assessment and training in a number of areas that are crucial to a manager's success – planning, ethical decision-making, interpersonal skills, team-building, performance development and evaluation, conflict management, motivation and leading change.

Program Requirements
Complete the following courses: 21 hours
HURM 3220   Human Resource Management
HURM 4250   Performance Management for Individuals and Teams (formerly MGMT 4250)
MGMT 3630   Conflict Management: Mediation and Negotiations (formerly HURM 3630)
MGMT 3770   Ethics in Leadership and Management
MGMT 4210   Leading and Managing Organizational Improvement
MGMT 4330   Organizational Leadership and Management Practicum
MGMT 4780   Leadership & Managerial Competencies

Professional Sales

Ellen Pullins, departmental mentor

In business, nothing happens until somebody sells something. Sales is the part of a firm that is responsible for generating the revenue. The sales force is the direct link between the firm and its customers. Professional salespeople consult with customers to understand their business, needs and problems, and offer specific solutions to each customer's situation. The professional sales area of specialization prepares students for distinguished careers in business-to-business selling.

Program Requirements

Required professional sales courses: 21 hours
PSLS 3080   Purchasing & Business Relationship Management
PSLS 3440   Professional Sales
PSLS 3450   Account & Territory Management
PSLS 4710   Sales Force Leadership
PSLS 4740   Advanced Sales
MKTG 4540*   Business Marketing
Or
PSLS 4500*   International Sales Negotiation
*Select one from these two courses. Dual majors may also be able to utilize another course from their other major.
PSLS 4940   Sales Internship

Recommended courses to fulfill General Education/University Core requirements:
COMM 1010   Communication Principles and Practices
PHIL 1020   Critical Thinking
PSY 1010   Introduction to Psychology
SOC 1010   Introduction to Sociology

Minors

Business Minor or Business Electives for <u>Business Students</u> – 9 hours
As part of the 10 course required in the area of specialization requirement in the BBA degree, students complete 3 junior/senior level Business electives or a 3 courses toward an approved Business minor in addition to the 7 courses required in their major. A second Business minor may be completed with 9 additional hours.

The following minors are **ONLY** available for College of Business and Innovation students. The only exception to this is for engineering students in the BS Information Technology major. Since this is a shared program with the College of Business, students are treated as Business majors for the purpose of selecting a business minor. Students cannot duplicate credit in their minor, area of specialization and upper division core. The minor consists of three courses (9 hours), unless otherwise noted. Business minors for non-business majors are listed later in this section.

Accounting
Non-Accounting major Accounting courses are currently not being offered. Students who meet the eligibility requirements to enroll in Accounting major courses (minimum 2.75 higher ed GPA and 2.75 in BUAD 2040 + 2050 or equivalent courses), may select any 3 ACCT major courses to meet the requirements of an ACCT minor beginning with ACCT 3110.

Business Law
Complete any three of the following:
BLAW 3550   Legal & Safety Compliance Issues in Human Resource Management
BLAW 3570   The Laws of Structuring and Operating a Business
BLAW 3670   International Business Law
BLAW 4570   Legal and Ethical Aspects of Managing Innovation and Technology
BLAW 4580   Detection and Prevention of Deceptive Business Practices
MGMT 3770   Ethics in Leadership and Management

Commercial Real Estate
Required Courses:
FINA 3660   Real Estate Principles, Practices and Finance
FINA 3670   Real Estate Valuation
FINA 3680   Real Estate Law, Insurance and Taxes

Digital Marketing (Electronic Commerce)
Required Courses:
EBUS 3090   Doing Business Digitally (E-Commerce and the Networked Economy)
EBUS 3180   Web Design and Data Analytics (Web Design for Business Communication)

Elective: Choose one of the following
EBUS 4040   Digital Business Intelligence (E-Commerce Intelligence Management)
MKTG 3280   Internet Marketing
INFS 3380   Web Application Development I
EBUS 4150   Social Media Marketing (E-Com. Bus Models/Proj Mgmt) (with dept. approval)

Entrepreneurship, Family, & Small Business

Required Courses:

EFSB 4590   Entrepreneurship and Small Business Management
EFSB 4010   Growing Family and Entrepreneurial Businesses
EFSB 3480   Entrepreneurial Finance

With departmental approval, EFSB 4690 or 4790 may be used as a substitution in the minor – consult an adviser

EFSB 4690   Innovation and Technology Commercialization
EFSB 4790   Franchising

Finance

Required Courses:

FINA 3480   Investments
FINA 4080   Intermediate Corporate Finance
FINA 4090   Financial Institutions and Markets

Financial Services

Complete three of the following:

FINA 3480   FINA 3660   FINA 4090   FINA 3600
FINA 3670   FINA 4870   FINA 3610   FINA 4100
FINA 4890   FINA 4900   (PSLS 3440 with dept approval)

Information Systems

Required course:

INFS 3150   Business Application Development I

Any two additional electives:

INFS 3380   INFS 3160   INFS 3240   INFS 3250
INFS 3370   INFS 3770   INFS 3980   INFS 4300
INFS 4320   INFS 4620   INFS 4810

Insurance and Risk Management

Required Courses:

FINA 3600   Risk Management
FINA 3610   Life and Health Insurance
FINA 4890   Financial and Estate Planning

International Business

Select three courses, taking into consideration any prerequisites:

BLAW 3670   International Business Law
FINA 3500   International Finance
IBUS 3600   International Management
IBUS 4360   Global Business Strategies
IBUS 3150   Understanding Cultural Differences for Business
MKTG 3140   International Marketing
MKTG 3260   Global Framework for E-Commerce
MKTG 4220   International Sourcing, Logistics and Transportation
PSLS 4500   International Sales Negotiation

Management
Complete three of the following:
HURM 3220   Human Resource Management
HURM 4250   Performance Management for Individuals and Teams (formerly MGMT 4250)
MGMT 3630   Conflict Management: Mediation and Negotiations (formerly HURM 3630)
MGMT 3770   Ethics in Leadership and Management
MGMT 4210   Leading and Managing Organizational Improvement
MGMT 4780   Leadership and Managerial Competencies

Marketing
Required:
MKTG 3850   Buyer Behavior and Relationship Management
   or
MKTG 3880   Marketing Research and Data-Based Management

Electives:
Select two courses (6 hours)
MKTG 3140   International Marketing
MKTG 3280   Internet Marketing
MKTG 3690   Principles of Marketing Communication
MKTG 4540   Business Marketing
MKTG 3130   Supply Chain Management
MKTG 3260   Global Framework for E-Commerce
MKTG 3870   Advertising Strategy
MKTG 3910   Direct Marketing
MKTG 4110   Sports Marketing
MKTG 4120   Marketing Channels Management
MKTG 4220   International Sourcing, Logistics & Transportation
MKTG 4520   Advanced Market Analysis
MKTG 4570   Product & Pricing Management
MKTG 4980   Special Topics
MKTG 4990   Independent Study
PSLS 3080   Purchasing & Business Relationship Mgmt
PSLS 3440   Professional Sales
PSLS 4710   Sales Force Leadership

Operations Management
Select three courses:
OSCM 3340   Quality Management
OSCM 3610   Production Planning and Scheduling
OSCM 3660   Materials Management and Purchasing
OSCM 4760   Simulation Modeling or OSCM substitution

Professional Sales:
Required:
PSLS 3440   Professional Sales

Electives: Select two from the following

PSLS 3080   Purchasing and Business Relationship Management
PSLS 3450   Account and Territory Management
PSLS 4500   International Sales Negotiation
PSLS 4710   Sales Force Leadership
PSLS 4740   Advanced Sales
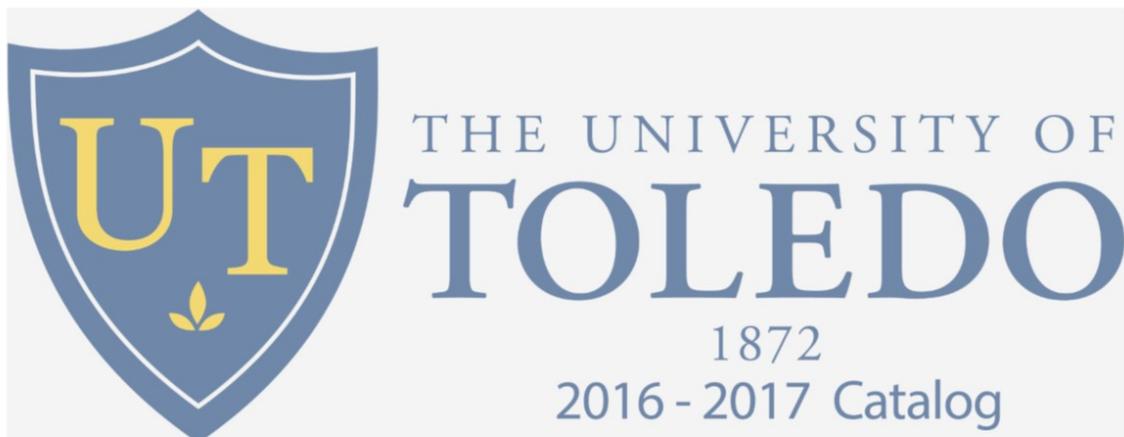MKTG 4540   Business Marketing

Supply Chain Management

Required:
MKTG 3130   Intro to Supply Chain Management

Electives: Select two from the following
OSCM 3340   Quality Management
OSCM 3660   Materials Management & Purchasing
MKTG 4220   International Sourcing, Logistics, Transportation

Degree Requirements for the Bachelor of Science in Information Technology (BSIT)
Grade and Hour Requirements

The information technology (IT) program is a unique program offered jointly by the College of Engineering and the College of Business and Innovation. The program features a hands-on education leading to careers in the management of the technology infrastructure of organizations of all types and sizes.

In order to earn the B.S. degree, students must complete a minimum of 128 hours of course work, with a minimum cumulative 2.0 GPA on a 4.0 scale. All General Education/University Core requirements must also be satisfied. Since many of the courses offered though the College of Engineering are term specific, it is very important to do courses in sequence to avoid delaying graduation.

The University of Toledo College of Business and Innovation

BS in Information Technology Degree Requirements 2016-2017

Sample Full-Time Plan of Study

			Fall Semester					Spring Semester	
Freshman Year	BUAD	1000	Orientation	1	ENGL	2960	Organizational Report Writing	3
	ENGL	1110	College Composition I	3	ECON	1200	Intro to Micro Economics	3
	MATH	1730	Calculus w/Appls to Bus. & Fin.	5	ENGT	3050	Fundamentals of Electricity	4
	CSET	1100	Intro to CSET	4	*		Social Science Elective	3
	ECON	1150	Intro to Macro Economics	3	*		Natural Science Lecture	3
					*		Natural Science Lab	1
			Total Hours	**16**			**Total Hours**	**16**
Sophomore Year	ENGT	2500	Tech Project Mgmt	3	CSET	1200	GUI Programming	3
	BUAD	2040	Financial Accounting Info	3	BUAD	2050	Accounting for Decision Making	3
	ITEC	2100	Small Computer Systems	4	CSET	2200	PC & Industrial Networks	4
	*		Humanities	3	*		Humanities/MC Non- Western	3
	*		Multicultural U.S. Diversity	3	*		Communication Elective	3
			Total Hours	**16**			**Total Hours**	**16**
Junior Year	ENGT	3010	Appl Statistics and DOE	4	CSET	3250	Client Side Scripting	3
	CSET	3100	Adv Website Design	3	CSET	3300	Database Driven Websites	4
	CSET	3200	Client Server Computing	3	CSET	3400	Unix System Admin./Tech Elective	3
	INFS	3770	Database Mgmt Systems	3	BUAD	3030	Managerial & Behavioral Proc.	3
	BUAD	3050	Information Technology Mgmt.	3	INFS	4300	Dist. Sys & Web Design	3
			Total Hours	**16**			**Total Hours**	**16**
Senior Year	CSET	4100	CGI Prog w/ Perl & Java	3	CSET	4250	Applied Program Languages	3
	CSET	4150	Web Server Administration	3	INFS	4510	Systems Analysis & Design	3
	CSET	4750	Computer Network & Data Comm	4	CSET	4850	Computer Network Security/Tech El.	4
	BUAD	3020	Manufacturing and Service Systems	3	BUAD	3040	Prin. of Financial Mgmt./Tech Elect.	3
	BUAD	3010	Principles of Marketing/Tech Elect.	3	*		Natural Science Lecture	3
			Total Hours	**16**			**Total Hours**	**16**

Notes: * Select from approved General Education/University Core course work, see Degree Audit for course selections.

Bachelor of Applied Organizational Technology (BAOT)

The applied organizational technology program is designed for students who already have a technical associate's degree. These students can complete a bachelor's degree in the equivalent of two additional years of full-time study at The University of Toledo including a business focus along with an individualized plan to meet career goals.

Grade and Hour Requirements

In order to earn the B.A.T. degree, students must complete a minimum of 120 hours of course work, with a minimum cumulative 2.0 GPA on a 4.0 scale. The total hours include transfer hours as well as hours completed at The University of Toledo. Requirement categories are listed below. Students must complete a minimum of 30 hours at the University of Toledo to meet senior residency requirements. Additional grade requirements are listed below. All General Education / University Core requirements must also be satisfied.

Degree requirements

Because each Associate Degree may contain courses that transfer in to a variety of requirements in the program, degree requirements are evaluated on an individual basis. Because of this, it is impossible to list a plan of study for the remaining requirements. Below is a listing of the overall degree requirements prior to transfer evaluations.

1. General Education/University Core (36 credit hours) including:

English Composition	6 hrs
Core Math (excluding Statistics)	3 hrs
Humanities/Fine Arts	6 hrs
Social Science	6 hrs
Natural Sciences (including lab)	7 hrs
Multicultural:	
Diversity of U.S.	3 hrs
Diversity - non-U.S. (non-western)	3 hrs

2. General Business Focus

A. Prerequisites:

BUAD 2060 or statistics equivalent	3 hrs
BUAD 1020 or computing equivalent	3 hrs

Eighteen (18) hours are required beyond the prerequisite courses above. A grade of C (2.0) or better is required in each of the following courses.

B. Required Foundation Course:

BUAD 2040**	Financial Accounting Information	
OR		
ACTG 1040**	Principles of Financial Accounting	3 hrs

C. Additional Requirements:

Select three (3) courses from the following (one must be 3000 level to avoid additional course work):

BUAD 1010	Introduction to Business	3 hrs
BUAD 2030	Executive Communication Essentials	3 hrs
BUAD 2050**	Accounting for Business Decision Making	3 hrs
BUAD 2070**	Business Statistics and Data Analytics	3 hrs
BUAD 2080	Global Environment of Business	3 hrs

BUAD 3010**	Principles of Marketing	3 hrs
BUAD 3020**	Principles of Manufacturing and Service Systems	3 hrs
BUAD 3030	Managerial and Behavioral Processes in Organization	3 hrs
BUAD 3040**	Principles of Financial Management	3 hrs
BUAD 3050	Information Technology Management	3 hrs
BUAD 3470	Legal & Ethical Environment of Business	3 hrs

Select two (2) additional courses from the eight listed above or select two courses at the 3000- or 4000-level from ACCT, FINA, INFS, MGMT, EFSB, IBUS, EBUS, OSCM, HURM, PSLS, BANS, BLAW, or MKTG to complete the additional requirements. (Prerequisites for selected courses must be fulfilled.)

Prerequisites for an MBA can also be fulfilled by completing the indicated (**) courses with a minimum grade of C (2.0).

3. Upper Level Courses

24 hours must be taken as upper division courses (numbered 3000-4000) from a college outside the College of Business and Innovation at UT. All prerequisites must be met. Some course exceptions to meet career goals may be considered upon appeal to the Dean's Office through your academic adviser in COBI Students Services.

• 12 hours of the 24 upper level hours **must** be from the Colleges of Arts & Letters and Natural Sciences and Mathematics.

• An additional 12 hours of upper level hours must come from any college **except** the College of Business and Innovation at UT.

• Students have the opportunity to complete a minor in the Colleges of Arts & Letters and Natural Sciences and Mathematics with the proper selection of classes.

4. Additional courses/ credit hours may be necessary to make up the difference toward the minimum 120 hours required for the degree program.

Additional Notes:

• Approximately 60-66 hours will be transferred in from an Associate Degree. This may include some General Education core and business classes as well as technical courses. These technical courses will be at the 1000-2000 level and credit will be counted under Additional Courses.
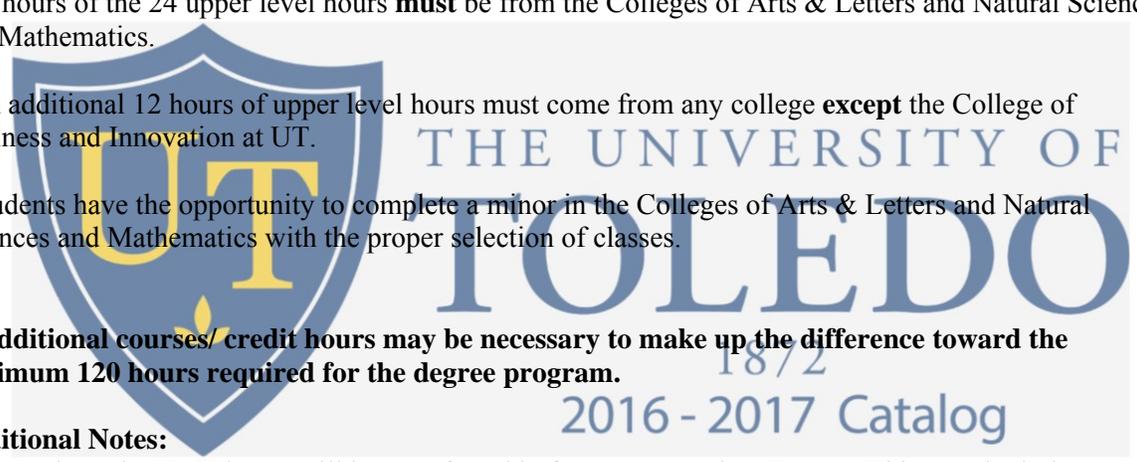
Programs of Study – Associate Degrees

In order to earn any associate degree, students must meet all requirements and complete a minimum of 60 semester hours of course work, with a minimum cumulative 2.0 GPA on a 4.0 scale. A minimum of 15 hours must be complete through the University of Toledo. While multiple associate degrees may be completed (with the exception of only one ATS degree), each subsequent associate degree must include a minimum 15 credit hours that were not previously used toward another degree program. All of the associate degrees are offered in a distance learning/online format. Many of the major courses are not available in-person. Please consult the Office of Student Retention and Academic Success and Fall 2016 Degree Audits for additional information.

Accounting Technology – minimum 60 hours

Accounting is often called the language of business. Business owners, executives, managers and other decision-makers rely on accountants to give them relevant, understandable financial information. In today's rapidly changing environment, accountants must be prepared to deal with increasingly complex concepts and accounting principles

ABA Degree Requirements for Accounting Technology 2016-2017
Sample Full-Time Plan of Study

			Fall Semester				Spring Semester	
Freshman Year	BUAD	1000	Orientation	1	ENGL	2960	Organizational Report Writing	3
	ENGL	1110	College Composition I	3	ACTG	1050	Managerial Accounting	3
	CMPT	1100	Computer Information Application	3	BMGT	1500	Workplace Communications	3
	BMGT	1010	Business Principles	3	MATH		1180/1200/1320	3-4
	ACTG	1040	Financial Accounting	3	CMPT	1410	Microsoft Excel	2
	*		Social Science Elective	3				
			Total Hours	**16**			**Total Hours**	**14/15**
Sophomore Year	ACTG/CMPT	1200	QuickBooks	3	ACTG	2100	Intermediate Accounting	3
	ACTG	2300	Cost Accounting	3	ACTG	2400	Fundamentals of Taxation	3
	BMGT	2110	Managing in a Global Economy	2	BMGT	2310	Legal Environments of Business	3
	BMGT	2700	Managing Diversity in the Workplace	3	*		Technical Elective	3
	*		Natural Science Elective	3	*		Humanities Elective	3
			Total Hours	**15**			**Total Hours**	**15**

Business Management Technology – minimum 60 hours

Did you know that many entrepreneurs do not possess the management skills necessary to keep their businesses operating? Business management technology prepares students for supervisory or management positions in the service and production industries. This associate degree program provides students with the necessary skills for small business ownership. Business management technology professionals are trained in the areas of planning, organizing and supervising. In addition, students gain experience in accounting and computer applications, which are vital subjects in the modern workplace.

ABM Degree Requirements for Business Management Technology 2016-2017
Sample Full-Time Plan of Study

			Fall Semester					Spring Semester	
Freshman Year	BUAD	1000	Orientation	1	ENGL	2960	Organizational Report Writing	3
	ENGL	1110	College Composition I	3	BMGT	1500	Workplace Communications	3
	MATH		1180/1200/1320	3-4	BMGT	1540	Organizational Behavior	3
	BMGT	1010	Business Principles	3	CMPT	1430	Microsoft Word	2
	CMPT	1100	Computer Information Applications	3	*		Humanities Elective	3
	*		Social Science Elective	3				
			Total Hours	**16**			**Total Hours**	**14**
Sophomore Year	BMGT	2010	Workplace Management	3	ACTG	1050	Managerial Accounting	3
	ACTG	1040	Financial Accounting	3	BMGT	2020	Human Resource Development	3
	BMGT	2110	Managing in a Global Economy	3	BMGT	2310	Legal Environments of Business	3
	BMGT	2700	Managing Diversity in the Workplace	3	MARS	1010	Marketing Principles	3
	*		Natural Science Elective	3	*		Humanities Elective	3
			Total Hours	**15**			**Total Hours**	**15**

Computer Network Administration – minimum 60 hours

Computer network administration prepares students for work in the computer networking industry. Students learn about operating systems management, programming, networking fundamentals and computer integration. The course work prepares students for professional certifications for companies like Microsoft, CompTIA and Cisco.

AAB Requirements for Computer Network Administration 2016-2017
Sample Full-Time Plan of Study

			Fall Semester					Spring Semester	
Freshman Year	BUAD	1000	Orientation	1	CMPT	1020	Computer Concepts	4
	ENGL	1110	College Composition I	3	ENGL	2960	Organizational Report Writing	3
	CMPT	1110	PC Operating Systems	3	CNET	2400	Network Operating Systems Support	4
	MATH		1180/1200/1320	3-4	CNET	2200	Network Technologies	4
	*		Social Science Elective	3	*		Technical Elective	1
			Total Hours	**14**			**Total Hours**	**16**
Sophomore Year	CNET	2100	Microsoft Operating Systems	3	ACTG	1050	Managerial Accounting	3
	ACTG	1040	Financial Accounting	3	BMGT	1500	Workplace Communications	3
	CNET	2150	Computer Hardware	3	CNET	2410	Network Services and Infrastructure	3
	BMGT	2700	Managing Diversity in the Workplace	3	CNET	2300	Linux Operating Systems	4
	*		Humanities Elective	3	*		Natural Science Elective	3
			Total Hours	**15**			**Total Hours**	**16**

Computer Software Specialist – minimum 60 hours –

Graduates of the computer software specialist degree program are knowledgeable of the most important software packages used in today's workplace. Along with the ability to produce professional spreadsheets, databases, documents, and presentations, students will gain important communication and decision-making skills.

AAB Requirements for Computer Software Specialist 2016-2017
Sample Full-Time Plan of Study

			Fall Semester					Spring Semester	
Freshman Year	BUAD	1000	Orientation	1	ENGL	2960	Organizational Report Writing	3
	ENGL	1110	College Composition I	3	BMGT	2010	Workplace Management	3
	MATH		1180/1200/1320	3-4	BMGT	2700	Managing Diversity in the Workplace	3
	BMGT	1010	Business Principles	3	CMPT	1440	Microsoft PowerPoint	2
	CMPT	1430	Microsoft Word	2	CMPT	1410	Microsoft Excel	2
		*	Social Science Elective	3		*	Humanities Elective	3
			Total Hours	**15**			**Total Hours**	**16**
Sophomore Year	CMPT	1420	Microsoft Access	2	CMPT	2410	Adobe InDesign	3
	ACTG	1040	Financial Accounting	3		*	Technical Elective	3
	CMPT	1600	Internet Design and Publishing	3	CMPT	2460	Advanced Microsoft Excel	2
	CMPT	1320	Internet and WWW	1	ACTG	1050	Managerial Accounting	3
	BMGT	1500	Workplace Communications	3		*	Natural Science Elective	3
		*	Technical Elective	3				
			Total Hours	**15**			**Total Hours**	**14**

Information Services and Support – minimum 60 hours

Information services and support prepares students for work in the computer industry as software and hardware support professionals, information technology staff and computer technicians.

AAB Degree Requirements for Information Services and Support 2016-2017
Sample Full-Time Plan of Study

			Fall Semester					Spring Semester	
Freshman Year	BUAD	1000	Orientation	1	ENGL	2960	Organizational Report Writing	3
	ENGL	1110	College Composition I	3	BMGT	2700	Managing Diversity in the Workplace	3
	MATH		1180/1200/1320	3-4	CMPT	1020	Computer Concepts	4
	BMGT	1010	Business Principles	3	CMPT	1120	Visual Basic Programming	4
	CMPT	1100	Microsoft Office Applications	3	CMPT	1410	Microsoft Excel	2
			Total Hours	**14**			**Total Hours**	**16**
Sophomore Year	ACTG	1040	Financial Accounting	3	ACTG	1050	Managerial Accounting	3
		*	Humanities Elective	3	CNET	2200	Network Technologies	4
	CMPT	1440	Microsoft PowerPoint	2	CMPT	1320	Internet and WWW	1
	BMGT	1500	Workplace Communications	3		*	Natural Science Elective	3
	CMPT	1420	Microsoft Access Database Appl.	2		*	Technical Elective	1
	CNET	2150	Computer Hardware	3		*	Social Science Elective	3
			Total Hours	**16**			**Total Hours**	**15**

Pre-Business Administration – minimum 60 hours

The Associate of Arts in Pre-Business is designed as the first half of the Bachelor of Business Administration degree. It is a general studies associate degree as it contains mostly the general education courses required of all students plus the beginning general business requirements.

AA Degree Requirements for Pre-Business Administration 2015-2016
Sample Full-Time Plan of Study

			Fall Semester					Spring Semester	
Freshman Year	BUAD	1000	Orientation	1	ENGL	2960	Organizational Report Writing	3
	ENGL	1110	College Composition I	3		*	Humanities Elective	3
	MATH	1320	College Algebra	3	MATH	1730	Calculus for Business with Applications	5
	BMGT	1010	Business Principles	3	ECON	1150	Principles of Macroeconomics	3
	CMPT	1100	Microsoft Office Applications	3				
		*	Social Science Elective	3				
			Total Hours	**16**			**Total Hours**	**14**
Sophomore Year	ECON	1200	Principles of Microeconomics	3	BMGT	2110	Managing in a Global Economy	3
	ACTG	1040	Financial Accounting	3	ACTG	1050	Managerial Accounting	3
	BUAD	2060	Data Analysis for Business	3	BUAD	2070	Applications of Statistics	3
	BMGT	2700	Managing Diversity in the Workplace	3		*	Natural Science Elective	3
		*	Natural Science Elective	3		*	Humanities Elective	3
			Total Hours	**15**			**Total Hours**	**15**

Programming and Software Development – minimum 60 hours

Programming and software development prepares students with a strong foundation of software and database design. The degree features the most popular programming languages and relates them to business and Web applications. As uses for computers continues to grow, there will be a resulting need for new applications, software and technology.

AAB Degree Requirements for Programming and Software Development 2015-2016
Sample Full-Time Plan of Study

			Fall Semester					Spring Semester	
Freshman Year	BUAD	1000	Orientation	1	ENGL	2960	Organizational Report Writing	3
	ENGL	1110	College Composition I	3	BMGT	1500	Workplace Communications	3
	MATH		1180/1200/1320	3-4	CMPT	1020	Computer Concepts	4
	BMGT	1010	Business Principles	3	CMPT	1120	Visual Basic Programming	4
	CMPT	1100	Microsoft Office Apps	3	CMPT	1420	Microsoft Access Database Appl.	2
			Total Hours	**14**			**Total Hours**	**16**
Sophomore Year		*	Humanities Elective	3	CNET	2200	Network Technologies	4
	ACTG	1040	Financial Accounting	3	BMGT	2700	Managing Diversity in the Workplace	3
	CMPT	2030	C Family Programming	4	ACTG	1050	Managerial Accounting	3
	CNET	2150	Computer Hardware	3		*	Technical Elective	2
		*	Natural Science Elective	3		*	Social Science Elective	3
			Total Hours	**16**			**Total Hours**	**15**

Technical Studies - minimum 60 hours

COBI's interdisciplinary program in technical studies is useful for students who want to gain technical expertise in more than one discipline. Students must have an approved educational plan in order to be eligible for any A.T.S. program. Students explore their interests in a variety of technical areas, achieve specific career goals and have the opportunity to apply their credits to a bachelor's degree in Applied Organizational Technology through The College of Business and Innovation.

Degree Requirements minimum 60 hrs.

English Composition	6 hrs.
General Education/University CORE Requirements	15 hrs.
• including Humanities, Social Science, Natural Science, Multicultural and Math areas	
Technical Field #1	15 hrs.
Technical Field #2	12 hrs.
Occupational Objective/additional Technical Competence	12hrs.

Technical Fields and Occupational Objectives must be planned in coordination with an academic adviser in the College of Business and Innovation.

Sample Plan of Study Technical Studies – Graphic & Web Design

ATS Degree Requirements for Technical Studies – Focus Graphic & Web Design
Sample Full-Time Plan of Study

			Fall Semester					**Spring Semester**	
Freshman	Year	BUAD	1000	Orientation	1	ENGL	2960	Organizational Report Writing	3
		ENGL	1110	College Composition I	3	BMGT	2010	Workplace Management	3
			*	Social Science Elective	3	CMPT	1400	Dreamweaver Web Page Devel.	3
		BMGT	2700	Managing Diversity in the Workplace	3	CMPT	1500	Flash Web Animation	3
		CMPT	1100	Computer Information Appl	3	*		Humanities Elective	3
		BMGT	1010	Business Principles	3				
				Total Hours	**16**			**Total Hours**	**15**
Sophomore	Year	MATH		1180/1200/1320	3-4	CMPT	2410	Adobe InDesign	3
		CMPT	1520	Beginning Adobe Illustrator	3	CMPT	2530	Advanced Adobe Photoshop	3
		CMPT	1530	Beginning Adobe Photoshop	3	CMPT	2620	Website Redesign	3
		CMPT	1600	Internet Design & Publishing	3	MARS	1010	Marketing Principles	3
		CMPT	1700	Blogging & Social Networking	3	*		Natural Science Elective	3
				Total Hours	**15**			**Total Hours**	**15**

Business Minors for Non-Business Students at The University of Toledo

The College of Business and Innovation offers a general minor and eight specialty minors (accounting; business analysis; electronic commerce/information technology; entrepreneurship, family and small business; international business; marketing; professional sales and operations/supply chain management) for students in non-business programs at The University of Toledo. These minors are recommended for students who want to enhance their academic programs with business-related course work. Students taking courses in the business minor must meet course prerequisite requirements. These minors are designed specifically for non-business students and should not be confused with the individual minors offered for College of Business and Innovation students. Students can complete a maximum of two minors and may take no more than one course that fulfills the requirements of both minors. Students should contact advisers in the College of Business and Innovation for additional details about the course requirements of business minors and contact advisers in their home college to determine how the business minor will fit into their degree curriculum.

General Minor for Non-Business Students

Requirements for the General Minor in Business for Non-Business Students

1. A minimum cumulative GPA of 2.25 is required in the following prerequisite courses or their equivalents. A student who does not meet the minimum standards but has at least a cumulative 2.0 in the prerequisites will be reviewed by the College of Business and Innovation on an individual basis.

Economics
Select from ECON 1150** and 1200**, MIME 2600 or equivalent
Mathematics
Select from any UT CORE Math course except statistics
Computing
Select from BUAD 1020, CMPT 1100 or approved equivalent
Business Statistics
Select from BUAD 2060**, MATH 2630, 2600, or equivalent

2. Eighteen hours are required beyond the prerequisite courses above. A grade of C (2.0) or higher is required in each of the following courses, at least one of which must be at the 3000 level to avoid additional course work:

Required Foundation Course

BUAD 2040**   Financial Accounting Information
  OR
ACTG 1040**   Principles of Financial Accounting

Additional Requirements

A. Select 3 courses from the following with at least one course at 3000 level to avoid additional coursework. Approved associate degree equivalents courses are shown in ( ). (Prerequisites for selected courses must be fulfilled.) :

BUAD 1010   Introduction to Business (or BMGT 1010)
BUAD 2050**   Accounting for Business (or ACTG 1050)
BUAD 2070**   Business Statistics and Data Analytics

BUAD 2080	Global Environment of Business (or BMGT 2110)
BUAD 3010**	Principles of Marketing (or MARS 1010)
BUAD 3020**	Principles of Manufacturing and Service System
BUAD 3030	Managerial and Behavioral Processes in Organizations
BUAD 3040**	Principles of Financial Management
BUAD 3050	Information Technology Management
BUAD 3470	Legal & Ethical Environment of Business (or BMGT 2310)

B. Select **two** additional 3000 or 4000 level courses from the 6 listed above or select two courses at the 3000 or 4000 level from ACCT, FINA, INFS, MGMT, EFSB, IBUS, EBUS, OSCM, HURM, PSLS, BANS, BLAW or MKTG to complete the additional requirements. (Prerequisites for selected courses must be fulfilled.)

C. At least three of the five courses selected to fulfill the additional minor in business requirements must be at the 3000 or 4000 level.

Prerequisites for an MBA can also be fulfilled by completing the indicated (**) courses with a minimum grade of C (2.0).

Accounting Minor for Non-Business Students

Program Requirements
The accounting minor for non-business students requires 16 credit hours. A grade of C (2.0) or higher is required in all courses used to fulfill the accounting minor requirements. Prerequisites for all courses must be fulfilled.

Required Course: 4 hours

ACCT 3110   External Financial Reporting I

ACCT 3110 Prerequisite: Junior standing; a higher education GPA of 2.750 or higher and a 2.750 or higher GPA in BUAD 2040 and 2050 (or equivalent courses), which must include a grade of C (2.0) or higher in BUAD 2040 and 2050 (or equivalent courses).

Electives: Select four courses from the following: 12 hours

ACCT 3310   Accounting Information Systems and Controls
                          Prerequisite: ACCT 3110 with a grade of C (2.0) or better

ACCT 3210   Individual Taxation
                          Prerequisite: Junior standing; a higher education GPA of 2.750 or higher and a
                          2.750 or higher GPA in BUAD 2040 and 2050 (or equivalent courses), which
                          must include a grade of C (2.0) or higher in BUAD 2040 and 2050 (or equivalent
                          courses) **and** a co-requisite or pre-requisite of ACCT 3110.

ACCT 3320   Internal Reporting
                          Prerequisite: ACCT 3110 with a grade of C (2.0) or better

ACCT 3120   External Financial Reporting II
                         Prerequisite: ACCT 3110 with a grade of C (2.0) or better

FINA 4080   Intermediate Financial Management
                         Prerequisite: BUAD 3040 with a grade of C (2.0) or better

Business Analysis Minor for Non-Business Students   -

Program Requirements
The business analysis minor for non-business students requires 15 hours. Prerequisites for all courses must be fulfilled. A grade of "C" (2.00) or higher is required in all courses.

Required Courses: 9 hours

FINA 3080   Managerial Economics (BANS 3060)
FINA 3070   Business Fluctuations and Economic Outlooks (BANS 3070)
OPMT 4450   Forecasting or approved substitution

Electives: Select two courses from the following: 6 hours

FINA 3480	EBUS 3090
FINA 3890	MKTG3880
FINA 4090	PSLS3080
INFS 3250	

E-Business and Information Technology Applications Minor for Non-Business Students

Program Requirements
The e-business and information technology applications minor requires basic business computer proficiency (e.g., BUAD 1020, CMPT 1100 or equivalent); MIME 2600 or ECON 1200, or equivalent, Meet all course prerequisites; and 15 credit hours from selected EBUS- and INFS-related courses. A grade of "C" (2.00) or higher is required in all courses.

Required: 6 hours

EBUS 3090   Doing Business Digitally/ E-Commerce and the Networked Economy
                         Prerequisite: junior standing
INFS 3250   Software Applications in Business Prerequisite: junior standing and BUAD 1020
                         or equivalent

Electives: 9 hours

INFS 3770   Database Management Systems   Prerequisite: junior standing
EBUS 3180   Web Design for Business Communication   Prerequisite: junior standing
INFS 3370   Business Data Communications   Prerequisite: BUAD 3050
MKTG 3260   Global Framework for E-Commerce   Prerequisite: BUAD 2080

MKTG 3280	Internet Marketing Prerequisite: BUAD 3010
BUAD 3050	Information Technology Management Prerequisite: junior standing and BUAD 1020 or equivalent
INFS 3980	Special Topics in Information Systems

Entrepreneurship, Family, and Small Business Minor for Non-Business Students

Prerequisites for all courses must be fulfilled. A grade of "C" (2.00) or higher is required in all courses.

Required Business Courses: 15 hours

EFSB 3500	Introduction to Entrepreneurship
BUAD 2040	Financial Accounting OR ACTG 1040 Principles of Financial Accounting
EFSB 3480	Entrepreneurial Finance
EFSB 4590	Entrepreneurship & Small Business Management
EFSB 4010	Growing Family & Entrepreneurship Business

Business Elective: Select one from the following: 3 hours

BUAD 3010	Principles of Marketing
EFSB 4690	Technology Commercialization
EFSB 4790	Franchising

International Business Minor for Non-Business Students

Program Description:
The international business minor for non-business students requires 18 to 21 hours of business courses (including international business electives). Prerequisites for all courses must be fulfilled. A grade of "C" (2.00) or higher is required in all courses.

I. Required Course in Economics:
Select from ECON 1150 and ECON 1200 OR MIME 2600 or equivalent
(These are not business course hours and do not count toward the 18 to 21 hours of business courses required in the program)

II. Required Business Courses: 9 hours

BUAD 2080	Global Environment of Business
	Prerequisite: Sophomore standing

AND

Select two courses from the following: 6 hours

BUAD 3010	Principles of Marketing
	Prerequisite*s*: ECON 1200 Or MIME 2600, Junior standing
BUAD 3030	Managerial and Behavioral Processes in Organizations
	Prerequisite: Junior standing
BUAD 3040	Principles of Financial Management
	Prerequisite: BUAD 2040 Financial Accounting Information

III. International Business Electives: 9 hours
Select at least two courses from the following:

IBUS 3600   International Management
                   Prerequisite: BUAD 3030, Junior standing
MKTG 3140   International Marketing
                   Prerequisite: BUAD 3010
FINA 3500   International Finance
                   Prerequisite: BUAD 3040

If needed, select additional hours from the following, pending availability:
IBUS 3150   Understanding Cultural Differences in Business
                   Prerequisite: Junior standing
IBUS 4100   Study Abroad Program*
                   Prerequisite: Permission of Chair and Faculty
IBUS 4180   North American Business Practices
                   Prerequisite: Junior standing
MKTG 3260   Global Framework for E-commerce
                   Prerequisite: Junior standing
MKTG 4220   International Sourcing, Logistics, and Transportation
                   Prerequisite: BUAD 2080
BLAW 3670   International Business Law
                   Prerequisite: BUAD 3030

* Subject to approval of departmental chair or IB faculty adviser

Marketing for Non-Business Students
The marketing minor for non-business students requires 18 hours. Prerequisites for all courses must be fulfilled. A grade of "C" (2.00) or higher is required in all business courses.

Required Course:
Economics Pre-requisite: 1 course/3 hours
Select from ECON 1200 or MIME 2600

Required Marketing Courses: 2 courses/6 hours
BUAD 3010   Principles of Marketing
MKTG 3850   Buyer & Relationship Behavior

Marketing Electives: Select 3 from the following: 9 hours
MKTG 3140   International Marketing
MKTG 3280   Internet Marketing
MKTG 3690   Principles of Marketing Communication
MKTG 4110   Sports Marketing
MKTG 4540   Business Marketing
PSLS 3440   Professional Sales

Professional Sales Minor for Non-Business Students
Program Requirements

The professional sales minor for non-business students requires 15 hours. Prerequisites for all courses must be fulfilled. If a student elects to take BUAD 3010 as an elective, ECON 1200 or MIME 2600 is required as an additional pre-requisite. A grade of "C" (2.00) or higher is required in all courses.

Required Business Courses: 9 hours
PSLS 3440   Sales
PSLS 3450   Account and Territory Management
PSLS 4740   Advanced Sales

Business Elective: Select two from the following: 6 hours
BUAD 3010   Principles of Marketing
PSLS 3080   Purchasing and Business Relationship Management
PSLS 4710   Sales Force Leadership

Operations Management/Supply Chain Management for Non-Business Students

Program Requirements
Students must complete statistics and BUAD 3020 or equivalent as prerequisite and 15 credit hours.

MKTG 3130   Introduction to Supply Chain Management
EBUS 3090   Doing Business Digitally / E-Commerce and the Network Economy
OPMT 3660   Materials Management and Purchasing
OPMT 3340   Quality Management
OPMT 3610   Production Planning and Control
MKTG 4220   Logistics and Transportation
OPMT 4420   Service Operations Management

Recommended for operations management track: OPMT 3340, 3610 and 3660 and any other two courses from above list
Recommended for supply chain management track: MKTG 3130, EBUS 3090, OPMT 3660 and 4220, and one other course from above list

Workplace Certificates – Non-Degree Granting Programs

While not an official academic designation on a transcript, these workplace certificates have credit-bearing courses which appear on an official transcript and give added value to career goals. Coursework may also be applied to future degree programs. Review of these scenarios must be discussed with a COBI academic adviser.

Requirements:

- Accounting Technology   - 6 courses - 17 hours
  - ACTG 1040   Principles of Financial Accounting
  - ACTG 1050   Principles of Management Accounting
  - ACTG/CMPT 1200   QuickBooks
  - ACTG 2100   Intermediate Accounting I
  - ACTG 2400   Fundamentals of Taxation
  - CMPT 1410   Microsoft Excel Spreadsheet

- Business Management Technology - 5 courses - 15 hours
  - BMGT 1010   Business Principles
  - BMGT 1540   Organizational Behavior
  - BMGT 2010   Workplace Management
  - BMGT 2020   Human Resource Development
  - BMGT 2110   Managing in a Global Economy

- Computer Network Administration - 5 courses - 17 hours
  - CMPT 1110   PC Operating Systems
  - CNET 2100   Microsoft Operating Systems
  - CNET 2150   Computer Hardware
  - CNET 2200   Network Technologies
  - CNET 2400   Network Operating Systems Support

- Computer Software Specialist - 7 courses - 15 hours
  - CMPT 1410   Microsoft Excel Spreadsheets
  - CMPT 1420   Microsoft Access Database Applications
  - CMPT 1430   Microsoft Word
  - CMPT 1440   Microsoft PowerPoint Presentations
  - CMPT 2410   Adobe InDesign Desktop Publishing
  - CMPT 2430   Advanced Microsoft Word
  - CMPT 2460   Advanced Microsoft Excel Spreadsheets

- Financial Planning - 5 courses - 15 hours
  (BUAD 2040/ACTG 1040 is also required, if not previously taken, as a prerequisite)
  - Required – 3 courses
  - FINA 3600   Risk Management
  - FINA 3610   Life and Health Insurance
  - FINA 4890   Financial and Estate Planning
  - Electives – select 2 courses
  - BUAD 3040 – Required if student has not taken Financial Principles,
  - FINA 3480   Investments
  - FINA 4090   Financial Markets and Institution
  - PSLS 3440   Professional Sales

- Information Services and Support - 5 courses - 15 hours
  - CMPT 1020   Computer Concepts
  - CMPT 1410   Microsoft Excel Spreadsheet Applications
  - CMPT 1420   Microsoft Access Database Applications
  - CNET 2150   Computer Hardware
  - CNET 2200   Network Technologies

- Programming and Software Development - 4 courses - 15 hours
  - CMPT 1020   Computer Concepts
  - CMPT 1120   Application Programming
  - CMPT 2030   C-Family Programming
  - CNET 2150   Computer Hardware

- Real Estate - 5 courses - 15 hours
  (BUAD 2040/ACTG 1040 is also required if not previously taken)
  - Required – 3 courses
  - FINA 3660   Real Estate Principle, Practices, and Finance
  - FINA 3670   Real Estate Evaluation
  - FINA 3680   Real Estate Law, Insurance, and Taxes
  - Electives – select 2 courses
  - BUAD 3040 – Required if student has not taken Financial Principles,
  - FINA 3480   Investments
  - FINA 4090   Financial Markets and Institution
  - PSLS 3440   Professional Sales

- Web Design - 6 courses - 16 hours
  - CMPT 1320   Internet & World Wide Web
  - CMPT 1400   Dreamweaver Web Page Development
  - CMPT 1500   Flash Web Animation
  - CMPT 1600   Internet Design & Publishing
  - CMPT 1700   Podcasting, Vodcasting & Blogging
  - CMPT 2620   Web Site Maintenance

- Digital Marketing (post baccalaureate) - 5 courses - 15 hours
  - Required – 3 courses
  - MKTG 3280   Internet Marketing
  - MKTG 3260   Mobile Commerce & Marketing
  - EBUS 4150   E-Commerce Business Models and Project Management
  - Electives – select 2 courses
  - BUAD 3010 – Required if student has not taken Marketing Principles
  - EBUS 4040   E-Commerce Intelligence Management
  - MKTG 3690   Principles of Integrates Marketing Communications
  - MKTG 3850   Buyer Behavior and Relationship Marketing
  - MKTG 4980   Contemporary Topics in Digital Marketing

- Consultative Sales (post baccalaureate) - 5 courses - 15 hours
  - Required – 3 courses
  - PSLS 3440   Professional Sales
  - PSLS 3450   Account and Territory Management
  - PSLS 3080   Purchasing
  - Electives – select 2 courses
  - BUAD 3010 – Required if student has not taken Marketing Principles
  - PSLS 4710   Sales Leadership
  - PSLS 4500   International Sales
  - MKTG 4540   Business Marketing