

Murray State College
Tishomingo and Ardmore

Business Management

PROGRAM REQUIREMENTS	Credit Hours
GENERAL EDUCATION	19-20
EFFECTIVE COMMUNICATION (6 Hours)	
ENG 1113 English Composition I	3
ENG 1213 English Composition II (or)	3
SPC 1113 Fundamentals of Speech	
HISTORY AND POLITICAL AWARENESS (6 Hours)	
HST 1483 US History to 1877 (or)	3
HST 1493 US History since 1877	
GVT 1113 American Federal Government	3
HUMANITIES (1 Hour)	
HUM 1111 Humanities (or)	1
Any course from Area 4 listed in the current College Catalog	
COMPUTER PROFICIENCY (3 Hours)	
CIS 1113 Computer Applications	3
(or Displayed Proficiency)	
ARTS & SCIENCES (3 Hours)	
BC 2113 Business Communications	3
ACADEMIC SUCCESS (IF APPLICABLE)*	
COL 1211 Student Success Strategies	(1)
*All first-time, full-time freshmen students seeking a degree or certificate are required to enroll in Student Success Strategies and the New Student Symposium	
PROGRAM CORE REQUIREMENTS	24
ACC 2103 Fund. Financial Accounting	3
BM 1103 Introduction to Business	3
BM 1403 Business Math	3
BM 2013 Prin. of Management	3
BM 2613 Business Ethics	3
BUS 2763 Professional Development	3
CIS 2723 Spreadsheet Applications	3
BM 2513 Bus. Mngt. Internship I	3
RECOMMENDED PROGRAM ELECTIVES	18
ACC 1113 Intro. to Accounting	3
ACC 2203 Fund. Managerial Accounting	3
ACC 2303 Computerized Accounting	3
BF 1113 Prin. of Banking	3
BM 1013 Introduction to Financial Literacy	3
BM 1143 Retail Management	3
BM 1503 Human Resource Management	3
BM 2123 Marketing	3
BM 2533 Small Bus. Management	3
BM 2803 Probate Procedures	3
CIS 2213 Database Management Systems	3
CIS 2253 Web Page Design	3
CIS 2603 Specialized Word Processing	3
CIS 2803 Desktop Publishing	3
ECO 2113 Prin. of Macroeconomics (or)	3
ECO 2123 Prin. of Microeconomics	
ECO 2603 Bus. & Economic Statistics	3
FIN 2633 Personal Finance	3
TOTAL CREDIT HOURS	61-62
MSC TOTAL CREDIT HOURS REQUIRED	61-62

SUGGESTED COURSE SEQUENCE	Credit Hours
FIRST SEMESTER	16
COL 1211 Student Success Strategies	1
ENG 1113 English Composition I	3
CIS 1113 Computer Applications	3
BM 1103 Intro to Business	3
GVT 1113 American Federal Government	3
Recommended Program Electives	3
SECOND SEMESTER	15
ENG 1213 English Composition II (or)	3
SPC 1113 Fundamentals of Speech	
HST 1483 American History to 1877 (or)	3
HST 1493 Amer. History since 1877	
BM 2013 Principles of Management	3
Recommended Program Electives	6
THIRD SEMESTER	16
BM 1403 Business Math	3
ACC 2103 Fund of Financial Accounting	3
CIS 2723 Spreadsheet Applications	3
BM 2513 Bus. Mgmt. Internship I	3
Humanities Elective	1
Recommended Program Electives	3
FOURTH SEMESTER	15
BC 2113 Business Communications	3
BM 2613 Business Ethics	3
BUS 2763 Professional Development	3
Recommended Program Elective	6

The above list is a suggested course sequence only. Students may, with guidance from their Graduation Advisor, make changes to the course sequence. Students should be aware that changes to the course sequence may require more than four semesters to complete

- CAREER OPPORTUNITIES IN BUSINESS MANAGEMENT**
- Entrepreneur
 - Business manager
 - Executive assistant
 - Administrative services manager
 - Customer service manager
 - Property manager
 - Records manager

PROGRAM OVERVIEW

This suggested curriculum includes degree requirements and courses that will prepare students to begin a career in their specific field of interest. Be careful to select the courses that will best meet job requirements for your desired occupation. The Occupational Outlook Handbook (www.bls.gov/oooh) lists many career opportunities in management. The expected growth in this area, depending on your specific field, is as fast as or faster than average.

The business management curriculum, in general, is designed to prepare graduates for the business environment. Specific options within Business Management are also available:

- Business Office Technology Option
- Medical Office Assistant Option
- Retail Management Option
- Legal Assistant Option
- Administrative Accounting Option

These options allow the graduates to customize their educational background to fit the career in which they can be most successful. See specific degree sheets for more information on the courses required for each option.

GENERAL COLLEGE PREPARATORY REQUIREMENTS
Students may be required to complete transitional courses in English and/or math prior to being admitted into college level courses. Academic placement is determined either by ACT results or placement exams.