

## Business: Supervisory Management

**Award Type:** Certificate of Accomplishment

The certificate of accomplishment in supervisory management will prepare students to plan, organize, influence, and control the day-to-day operations of a business enterprise. The course will focus on techniques to work with and through people to meet organizational goals. Students will recall and apply significant business principles, produce work-based learning projects, and demonstrate the ability to follow oral and written instructions.

**The graduate of the Certificate of Accomplishment in Business: Supervisory Management will:**

- Recall significant business issues, theories, and applications.
- Apply business principles to produce work-based learning projects .
- Demonstrate the ability to follow instructions on assignments and class activities.

### Program Requirements

**A total of 3 units is required for the certificate.**

Course Number	Course Title	Units
BUS 360	Introduction to Supervision	0.5
BUS 362	Management: People Skills	0.5
BUS 363	Management: Conflict	0.5
BUS 365	Managing Teams	0.5
BUS 367	Managing Change	0.5
BUS 377	Managing Service Quality	0.5

**Complete all 6 courses above or**

Course Number	Course Title	Units
BUS 302	Essentials of Management	3.0