

## BBA CORE COURSES (FOUNDATION)

### ACC Introduction to Accounting

**101B** Prerequisites: **None**

This course introduces students to financial statements and takes a practical approach to the accounting cycle. Students will learn various aspects of journal entry such as creating and posting entries, adjusting and closing entries. In addition, students will also learn how to create an income statement and balance sheet from journal entries. Students will be introduced to auditing, and will learn about ethical issues in accounting.

<b>Credit Hours:</b>	3
<b>Course Delivery:</b>	Classroom
<b>Group:</b>	Core Course

This course is a prerequisite for: ACC201B

### ACC Financial Accounting

**201B** Prerequisites: **ACC101B**

This course follows the Introduction to Financial Accounting. Students study the balance sheet and income statement, and become familiar with the kinds of adjustments that are required to prepare financial statements under Generally Accepted Accounting Principles (GAAP). The following areas will be covered in the course: Sales and Receivables; Inventory, Cost of Goods Sold and Accounts Payable; Other operating expenses; Fixed Assets; Long Term Investments in Stock, Bonds or other securities; Bonds and other Liabilities; and the Equity Section of the Balance Sheet.

<b>Credit Hours:</b>	3
<b>Course Delivery:</b>	Classroom
<b>Group:</b>	Core Course

This course is a prerequisite for: ACC310

### BUS Introduction to Business

**100** Prerequisites: **None**

This introductory course deals with the fundamentals of business principles and concepts. Students will learn the basics of what a business is, how it operates and how it is managed. The course will clarify the various forms of business and business ownership, the role of various functions such as marketing, finance and production in business operations, and how the external environment impacts the conduct of business. This course is intended to provide the basic preparation for higher level functional courses.

<b>Credit Hours:</b>	3
<b>Course Delivery:</b>	Classroom
<b>Group:</b>	Core Course

This course is a prerequisite for: BUS211C

### BUS Introduction to Microeconomics

**109** Prerequisites: **None**

This course is designed to help the students build an understanding of the economics of the market place. In particular, the course focuses on microeconomic principles that demonstrate the role and limitations of both competitive and imperfectly competitive markets in motivating socially efficient consumer, business, and public sector choices.

<b>Credit Hours:</b>	3
<b>Course Delivery:</b>	Classroom
<b>Group:</b>	Core Course

This course is a prerequisite for: BUS110

**BUS Introduction to Macroeconomics****110**Prerequisites: **None**

This course explores the basic concepts used in macroeconomics, starting with the definitions of national income, including GDP and GNP, and then examining the components of national income, how it is determined, and its limitations as a measure of economic well-being. It will also analyze the roles of fiscal and monetary policy, and will examine the concept of inflation, interest rates, unemployment and exchange rates.

<b>Credit Hours:</b>	<b>3</b>
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<b>Course Delivery:</b>	<b>Classroom</b>
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<b>Group:</b>	<b>Core Course</b>
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This course is a prerequisite for: ASM310B, ASM411B, BUS211C, IBS301, BUS325B

**BUS Basic Statistical Methods and Applications****208C**Prerequisites: **MAT121C OR MAT150**

This course deals with application of statistical and mathematical methods to business problems. Topics include descriptive statistics, elementary probability, random variables and probability distributions, the binomial, Poisson, normal and "t" distributions; estimation and hypothesis testing; type I and II errors and their control.

<b>Credit Hours:</b>	<b>3</b>
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<b>Course Delivery:</b>	<b>Classroom</b>
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<b>Group:</b>	<b>Core Course</b>
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This course is a prerequisite for: BUS316B

**BUS Ethics and Corporate Social Responsibility****204**Prerequisites: **None**

Students will develop an understanding for the importance of ethics in business and the corporate responsibilities that business organizations must assume in business and society. An emphasis will be on contemporary trends in corporate responsibilities with respect to ethical, legal, economic and regulatory conditions in the global marketplace. Students will be able to demonstrate professional and ethical conduct, critical thinking skills, and the confidence and ability to engage in life-long learning, and an understanding of the cultural, political, legal, technological, and economic forces that shape the global business environment.

<b>Credit Hours:</b>	<b>3</b>
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<b>Course Delivery:</b>	<b>Classroom</b>
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<b>Group:</b>	<b>Core Course</b>
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This course is a prerequisite for: None

**COM Business Communication****319C**Prerequisites: **None**

An emphasis on the practical application of theories and principles to the development of those writing skills essential to communication encounters in the business world. The course includes practice in writing business letters, resumes, memos, instructional materials and reports, and using visual aids. Offered for students enrolled in applied science and technology. A highly practical course, it teaches you to: compose clear, concise memos, letters, and short reports write an effective job application letter and resume use visual aids in oral and written presentations practice developing and using appropriate illustrations for business documents use visual aids in written presentations increase the student's ability to analyze information and organize it into written reports develop a familiarity with formats for short business reports such as progress, trip and incident reports.

<b>Credit Hours:</b>	<b>3</b>
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<b>Course Delivery:</b>	<b>Classroom</b>
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<b>Group:</b>	<b>Core Course</b>
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This course is a prerequisite for: None