

Course	Number	Title	Month Approved	Day Approved	Year Approved	Cohort	COOR Update Due	Did Assessment Occur in Cycle 1?
BUS	18	Microsoft Excel for Windows	October	21	2009	2	2014-2015	No
BUS	27	Small Business Management	March	25	2010	2	2014-2015	Yes
BUS	35	Microsoft Office	Sept	16	2009	3	2015-2016	No
BUS	51	Keyboarding	Nov	11	2009	2	2014-2015	No
BUS	52	Introduction to Entrepreneurship	April	12	2016	1	2013-2014	No
BUS	55	Keyboarding Speed/Accuracy Development	Nov	11	2009	2	2014-2015	No
BUS	58	Business English	March	25	2010	4	2016-2017	Yes
BUS	59	Business Communications	December	9	2016	2	2014-2015	Yes
BUS	80	Ten-Key / Data Entry Skills	Nov	4	2011	2	2014-2015	No
BUS	86	Medical Terminology	May	21	2009	4	2016-2017	Yes
BUS	88	Patient Billing/Accounting	March	25	2010	1	2013-2014	No
BUS	89	Medical Law and Ethics for the Medical Office	March	25	2010	4	2016-2017	No
BUS	90	Advanced Patient Billing	March	25	2010	4	2016-2017	No
BUS	91	Managing and Working in a Diverse Workforce	May	26	2010	2	2014-2015	No
BUS	92	Business Ethics	May	26	2010	4	2016-2017	No
BUS	93	Dealing with Difficult People	May	26	2010	4	2016-2017	No
BUS	95	Developing Customer Service Satisfaction	May	26	2010	4	2016-2017	No
BUS	96	Time Management and Goal Setting	March	19	2012	2	2014-2015	No
BUS	109	Introduction to Business	April	18	2014	1	2013-2014	Yes
BUS	160	Personal Finance	Nov	17	2010	3	2015-2016	Yes
BUS	181	Accounting: Applied Principles	Nov	17	2010	3	2015-2016	Yes
BUS	185	Computer Assisted Accounting	Jan	19	2010	3	2015-2016	Yes
BUS	186	Financial Accounting	April	4	2014	1	2013-2014	Yes
BUS	187	Managerial Accounting	April	4	2014	3	2015-2016	Yes
BUS	294	Business Law	March	3	2011	3	2015-2016	Yes
BUS	35A	Microsoft Word	Jan	19	2010	3	2015-2016	No
BUS	35B	Microsoft Excel	December	15	2011	3	2015-2016	No
BUS	35C	Microsoft PowerPoint	Jan	19	2010	3	2015-2016	Yes