

Business: Small Business Operations Degree Checklist for 2017 - 2018

This worksheet is a guideline for this major. Please meet with a counselor to review your educational plan, transfer goals, and graduation requirements.

Major Requirements

Need	In Progress	Complete	UNITS	COURSE #	COURSE NAME	EQUIVALENT/SUBSTITUTE
			3 or 4	BUS-181 or BUS-186	Accounting: Applied Principles or Financial Accounting	
			3	BUS-027	Small Business Management	
			3 or 4.5	BUS-35 or BUS-35 A/B/C	Microsoft Office or Microsoft Word/Excel/PowerPoint (1.5 each)	
			3	MANGT-075	Managing Human Resources	

Major Electives: Select a minimum of 17 units from the following:

			.5 - 4	BUS-018, 029, 058, 059, 109, 160 , 185, 285, 294 , 091, 092, 093, 095, 096, ART-015, JOURN-100, MANGT- 050 , 060, 065 , 070, COMSC-030, 031, 060	
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Total of 29 – 31.5 Units for the Major

General Education Requirements and Course Recommendations

Need	In Progress	Complete	UNITS	AREA	REQUIRED	RECOMMENDED COURSE	EQUIVALENT/ALTERNATE
			3	A	1	ASTRO 010, BIOSC 005, 007, 008, 010, ENGIN 010, PHYS 015, PHYSC 005	
			3	B	1	ADJUS 110, 160, ANTHR 001, 004, 005, 006, 007, CHDEV 010, 020, ECON 005, 010, 011, EDUC-040, ENGL 110, 136, HIST 029, 030, 031, 033, 034, 035, 038, 039, 040, 055, 061, POLSC 010, 020, 033, 040, 043, 050, PSYCH 010, 011, SOCIO 015, 016, SOCS 045, 110, SPCH 120	
			3	C	1	ART 005, 006, 007, 008, 009, 016, 017, 018, 035, DRAMA 015, 016, 025, 070, 072, ENGL 124, 127, 128, 129, 133, 150, 205, 210, 211, 230, 231, HUMAN 019, 020, 021, 022, 024, 030, 035, JOURN 100, 110, MUSIC 010, 012, 015, PHIL 100, 120, 122, 130, 132, 133, 140, 142, 150, 151, SPCH-110, 130	
			3	D i.	1	ENGL 100	
			3 - 7	D ii	1	MATH 026, 029, 030 or higher, ETEC 009, PTEC 009	
			3	E	1	ADJUS 160, CHDEV 050, DRAMA 015, 030, 072, ENGL 110, 127, 128, 129, 133, 135, 136, 210, 211, HIST 046, 047, 052, 055, 061, SOCS 045, 110, 135, 150, SPCH 150	

18-22 Units of General Education

Recommended Electives (in addition to the major electives) – check with counselor &/or business faculty

Need	In Progress	Complete	UNITS	COURSE #	COURSE NAME	EQUIVALENT/SUBSTITUTE
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Select a minimum of 6.5 – 13 Units:

6.5 -13 units of elective courses needed to meet the 60 degree applicable unit requirement