



Management Development
Level 1 Certificate

Business Pathway

AC Course Number	Required Course Titles	Credit Hours	Semesters Offered	Course Modalities
FIRST YEAR				
First Semester				
<input type="checkbox"/> BUSI 1301	Business Principles	3	F, Sp, Su	F2F, Int
<input type="checkbox"/> ENGL 1301	Composition I	3	F, W, Sp, Su	F2F, Int, Hyb
<input type="checkbox"/> POFI 1301	Computer Applications I	3	F, Sp, Su	F2F, Int
<input type="checkbox"/> POFT 1321	Business Math	3	F, Sp, Su	F2F
<input type="checkbox"/> SPCH 1321	Business & Professional Speaking	3	F, W, Sp, Su	F2F, Int, Hyb
<input type="checkbox"/> STSU 0300	Student Success	0	F, W, Sp, Su	F2F, Int, Hyb
Second Semester				
<input type="checkbox"/> BMGT 1327	Principles of Management	3	F, Sp, Su	F2F, Int
<input type="checkbox"/> BUSG 1380	Cooperative Education I, Business	3	Sp, Su	F2F
<input type="checkbox"/> BUSI 1307	Personal Finance	3	Sp	Hyb
<input type="checkbox"/> ITSW 1304	Intro to Spreadsheets	3	F, Sp, Su	F2F, Int
<input type="checkbox"/> MRKG 1311	Principles of Marketing	3	Sp, Su	F2F, Int
TOTAL CREDIT HOURS		30		

Semesters: Fall (F), Winter (W)Spring (Sp), Summer (Su)

Modalities: Face-to-face (F2F), Internet/online (Int), Hybrid (Hyb)



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Transfer Opportunities

Continue studies at Angelina College for Associate Applied Science (AAS) – Management Development

Career Opportunities and Salaries

Overall, job prospects should be favorable due to the constant need for workplace training and education. Job openings will stem from growth and the need to replace workers who leave the occupation.

Occupation, beginning salaries:

Customer Relationship Management, Sales, Restaurant Manager, Office Manager, Human Resource Specialist, Marketing Coordinator, Small Business Owner, Retail Store Manager - \$21,000 to \$40,000

Marketable Skills

1. Work well on a team
2. Define, explain and interpret technical information
3. Use critical thinking to identify strengths and weakness to determine solutions
4. Identify appropriate information sources
5. Use math to answer questions
6. Schedule/coordinate Operations
7. Use current technology to diagnose and solve problems
8. Use Troubleshooting to determine causes and decide what to do about it
9. Think on your feet

Technical Skills

According to two different management articles read, managers at every level need the following technical skills:

- Computer skills including Office Suite, networking (WiFi, messaging, and e-mail usage)
- Basics statistics (mean, standard deviation)
- Project management including scheduling
- Basic accounting skills including budgeting
- Basic understanding of compliance requirements and industry standards
- Communications skills including presentation, writing and speaking before small groups

Semesters: Fall (F), Winter (W)Spring (Sp), Summer (Su)

Modalities: Face-to-face (F2F), Internet/online (Int), Hybrid (Hyb)