



**Business Technology Applications – 2016-2017**

**Associate of Applied Science**

○ 60 credit hours

Possible Prerequisites			Semester	Hours	Grade
READ	0033	Reading		N/C	
ENG	0023	Writing Fundamentals <b>OR</b> ALP		N/C	
MATH	0013	Pre-Algebra		N/C	
MATH	0023	Introductory Algebra		N/C	
MATH	0033	Intermediate Algebra		N/C	
COLL	1001	College Success Strategies		N/C	

**First Year – First Semester**

ACCT	1003	Accounting I (or higher)		3	
~BSYS	2533	Internet, Intranet & Email Applications <b>OR</b>		3	
~CIS	1013	Introduction to Computer Information Systems		3	
~BUAD	1013	Introduction to Business		3	
~CA	1903	Introduction to Computer Concepts		3	
~ENG	1003	Freshman English I		3	

**First Year – Second Semester**

ADMS	2073	Professional Development		3	
ADMS	2413	Word/Information Processing		3	
~ADMS	2563	Business Communications		3	
CIS	1073	Computerized Accounting		3	
MATH	1003	Technical Math for Business (or higher)		3	

**Second Year – First Semester**

BSYS	2003	Business and Professional Presentation Techniques		3	
BSYS	2013	Web Page Design (fall)		3	
BSYS	2583	Spreadsheets for Managerial Decisions		3	
CIS	1044	PC Repair I (fall) <b>OR</b>		3	
CIS	2044	PC Repair II (spring)		3	
~ENG	1013	Freshman English II <b>OR</b>		3	
~ENG	1023	Technical Writing		3	

**Second Year – Second Semester**

CIS	2043	Database Management Systems (spring semester)		3	
CIS	2053	Microsoft Windows		3	
CIS	2073	Illustrative Publications		3	
		Business Elective (see approved list)		3	

Student Signature

Date

Advisor Signature

Date

**Social Science Elective (3 credit hours) pick only one course**

~PSY	2513	Introduction to Psychology OR			
~ANTH	2233	Intro to Cultural Anthropology OR			
~SOC	2213	Principles of Sociology OR			
~GEOG	2613	Introduction to Geography OR			
~POSC	2103	U.S. Government OR			
~HIST	2083	Arkansas History OR			
~ECON	2313	Principles of Macroeconomics OR			
ECON	2333	Economic Issues & Concepts			

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**Business Elective approved course list:**

Course ID	Course Name	Grade	Course ID	Course Name	Grade
ACCT 2003	Introduction to Financial Accounting		CIS 1013	Introduction to Computer Information Systems	
ACCT 2013	Introduction to Managerial Accounting		CIS 1034	Computer Programming	
ACCT 2023	Fundamental Accounting Concepts		CIS 1053	Intro to Visual Communications	
ACCT 2033	Payroll Accounting		ECON 2313	Principles of Macroeconomics	
ACCT 2043	Introduction to Cost Accounting		ECON 2323	Principles of Microeconomics	
ACCT 2053	Introduction to Taxes		ECON 2333	Economic Issues and Concepts	
ACCT 2063	Applied Accounting Concepts		ENTR 1003	Intro to Entrepreneurship	
ADMS 1103	Legal Terminology		ENTR 2003	Professional Selling/Advertising	
ADMS 1203	Legal Transcription		ENTR 2023	Funding Acquisitions for Entrepreneurs	
ADMS 1213	Medical Transcription		ENTR 2033	Feasibility and Funding Analysis	
ADMS 1513	Keyboarding I		MGMT 1013	Introduction to Human Resource Management	
ADMS 1523	Keyboarding II		MGMT 1023	Foundations of Productivity Management	
BSYS 1023	Professional Office Systems		MGMT 2003	Entrepreneurial Ventures	
BSYS 2533	Internet, Intranet & Email Applications		MGMT 2603	Leadership Issues	
BUAD 1023	Marketing		MGMT 2613	Principles of Supervision	
BUAD 1033	Business Ethics		MGMT 2623	Small Business Management	
BUAD 1043	Personal Financial Planning		MGMT 2633	Information Technology Project Management	
CIS 1003	Digital Photography		QM	Business Statistics	

As mandated by Act 472 of 2007, I have been informed of the Arkansas Course Transfer System, and how to determine which courses will transfer to other Arkansas public institutions. Website <http://acts.adhe.edu>

**ACTS Transfer Courses**

Courses notated in the degree plan with the “~” symbol are considered ACTS courses. The Arkansas Course Transfer System (ACTS) contains information about the transferability of courses within Arkansas public colleges and universities. Students are guaranteed the transfer of applicable credits and equitable treatment in the application of credits for admissions and degree requirements. For further information the ACTS website link can be reached at <http://acts.adhe.edu/studenttransfer.aspx>.

**Prior Learning Assessment**

For more information concerning Prior Learning Assessment (PLA) contact the Registrar’s office (870) 248-4015