



**Business Technology Applications – 2017-2018**

**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	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	
ADMS	1513	Keyboarding for Professionals I		3	
~BUAD	1013	Introduction to Business		3	
~ENG	1003	Freshman English I		3	
MATH	1003	Technical Math for Business (or higher)		3	

**First Year – Second Semester**

ADMS	2413	Word/Information Processing		3	
~ADMS	2563	Business Communications		3	
~BSYS	2533	Internet, Intranet & Email Applications <b>OR</b>		3	
~CIS	1013	Introduction to Computer Information Systems		3	
~CA	1903	Introduction to Computer Concepts		3	
CIS	1073	Computerized Accounting		3	

**Second Year – First Semester**

BSYS	2003	Business and Professional Presentation Techniques		3	
BSYS	2013	Web Page Design		3	
BSYS	2583	Spreadsheets for Managerial Decisions		3	
CIS	2053	Microsoft Windows		3	
~ENG	1013	Freshman English II <b>OR</b>		3	
~ENG	1023	Technical Writing		3	

**Second Year – Second Semester**

ADMS	2073	Professional Development		3	
CIS	2043	Database Management Systems (spring semester)		3	
CIS	2073	Illustrative Publications		3	
CIS	1044	PC Repair I (fall) <b>OR</b>		3	
CIS	2044	PC Repair II (spring)		3	

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

~ECON	2313	Principles of Macroeconomics		3	
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Student Signature

Date

Advisor Signature

Date

**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**