

GENERAL BUSINESS (GBUS)

GBUS 101 INTRO TO BUSINESS	3 Credit Hours
Forms and functions performed within the business organizations. Covers accounting, business law, economics, finance, management and marketing. Embedded COLL 101 will focus on personal development, interpersonal and academic skills and campus connections. (3 lecture)	
GBUS 117 FINANCIAL BUSINESS APPLICATION	3 Credit Hours
Topics such as interest computations, depreciation amounts, payroll calculations, determination of markups, inventory pricing and valuations, and basic tax computations. This course is not available for credit toward the BSBA degree. (3 lecture)	
Prerequisite(s): AMTH - Math Placement with a score of 200 or ACT Math with a score of 1 or SAT Math Score with a score of 200 or SAT Mathematics with a score of 200 or MATH 021 or MATH 100 or MATH 102 or MATH 114 or MATH 120 or MATH 126 or MATH 128	
GBUS 202 BUSINESS COMMUNICATION	3 Credit Hours
Prepares the student to understand business communication in its ever-changing environment. Includes: business writing, business style, business memos, short and long reports, word usage, public speaking and business research methods. (3 lecture)	
Prerequisite(s): COMM 105 or COMM 111 or COMM 112 or SPCH 111	
GBUS 240 ASSOCIATE BUSINESS CAPSTONE	3 Credit Hours
Capstone course is required for all AS and AAS business degree majors. Topics include self-management, personal finance, human relations, workplace ethics, diversity and accountability. (3 lecture)	
Prerequisite(s): GBUS 101 or GBUS 111	
Pre/Corequisite(s): BTEC 275	
GBUS 293 COOPERATIVE WORK EXPERIENCE	1-8 Credit Hours
(1-8 lecture)	
GBUS 297 SPECIAL TOPICS	3 Credit Hours
(3 lecture)	
GBUS 300 PRIN MGMT INFORMATION SYSTEMS	3 Credit Hours
This course covers the important features of management information structure and technology to business and managerial applications. It utilizes computer software for decision-making communication and advanced presentation. Emphasis is on MIS/DSS applications common to business environments. Communicating effectively with professional systems development groups will also be stressed. (3 lecture)	
Prerequisite(s): MGMT 220 or MGMT 311 or MGMT 320	
GBUS 301 PROCESS & QUALITY MANAGEMENT	3 Credit Hours
Exploration of continuous quality management and process control techniques. (3 lecture)	
GBUS 304 ADVANCED EXCEL	3 Credit Hours
Topics include: Microsoft Excel advanced spreadsheet formatting, advanced formulas and logical functions, mathematical computations, data analysis, lookups, scenarios, goal seek, chart presentations, pivot tables and charts, data imports, exporting, and linking multiple workbooks. Advanced "hands-on" projects and tests required. (3 lecture)	
Prerequisite(s): BTEC 275	
GBUS 306 ADVANCED ACCESS	3 Credit Hours
Students taught advanced Access data management, using Microsoft Access, to create fields, tables, queries, calculations, charts, forms and reports, data imports, exporting, and relationship databases, with an emphasis on critical thinking. Additional hands-on projects and tests required. (3 lecture)	
Prerequisite(s): BTEC 275	
GBUS 310 BUSINESS LAW 1	3 Credit Hours
An introduction to the Law and the Legal Process is followed by a study of the substantive law of torts, contracts, and agency. (Business Core Course) (3 lecture)	
GBUS 320 NEGOTIABLE INSTRUMENTS & UCC	1 Credit Hour
An introduction to the law and the legal process is followed by a study of substantive law of negotiable instruments, property, and the uniform commercial code. (1 lecture)	
GBUS 322 BUS ETHIC & SOC RESPONSIBILITY	1 Credit Hour
A study of the ethical theories as they apply to the formation of value judgements in the field of business and industry. (1 lecture)	
GBUS 324 BUSINESS ANALYSIS	1 Credit Hour
Emphasis will be on analyzing financial statements and typical budget/expense reports. (1 lecture)	
GBUS 325 QUANTITATIVE BUSINESS ANALYSIS	3 Credit Hours
Applies the statistical methods and theories covered in MATH 211. Decision making analysis based on case studies and simulation models is a major component of this course. (3 lecture)	
Prerequisite(s): MATH 124 or MATH 211	

GBUS 326 OSHA IN THE WORKPLACE	1 Credit Hour
A review of a number of historical and contemporary examples and illustrations wherein state and/or federal government agencies or courts imposed rules or regulations on segments of the business community. (1 lecture)	
GBUS 393 COOPERATIVE WORK EXPERIENCE	1-12 Credit Hours
(1-12 lecture)	
GBUS 397 SPECIAL TOPICS IN BUSINESS	1-3 Credit Hours
This course title is reserved for new and/or experimental Business courses to be offered within the division. (1-3 lecture)	
GBUS 399 INDEPENDENT STUDY	1-6 Credit Hours
Research in selected areas of Business Administration under the direction of a faculty member. (1-6 lecture)	
GBUS 400 SUPERVISORY MGMT CAPSTONE	3 Credit Hours
Capstone experience includes a culminating project, case analysis and a simulation. Final assessment required. (3 lecture)	
Prerequisite(s): GBUS 301	
GBUS 405 GLOBAL BUSINESS	3 Credit Hours
A study of the emergence of the "global economy" concept and its impact on business in the United States. International marketing channels, financial markets, management challenges and opportunities are covered in this course. (Prerequisite: Senior status) (3 lecture)	
Prerequisite(s): FIN 340 and (MKTG 230 or MKTG 311 or MKTG 330)	
GBUS 410 GOVERN REG OF BUSINESS	3 Credit Hours
This course exposes students to a number of historical and contemporary examples and illustrations wherein state and/or federal government agencies or courts imposed rules or regulations on segments of the business community. (3 lecture)	
Prerequisite(s): GBUS 310	
GBUS 412 BUSINESS LAW 2	3 Credit Hours
A sequel course in Business Law that covers the substantive law of Sales, Negotiable Instruments, Property, Bankruptcy, Wills and Trusts. Selected areas of government regulation of business are also covered. (3 lecture)	
Prerequisite(s): GBUS 310	
GBUS 415 MANAGERIAL BUSINESS ETHICS	3 Credit Hours
Course focuses on both theoretical constructs and frameworks of ethical behavior and practical application of ethics in today's business world. Students will review literature on ethical standards and read extensive case analysis on companies who have demonstrated poor social responsibility. Areas of study will include personal values, serving and providing value to stakeholders and how it means for a company to be good corporate citizen. (3 lecture)	
Prerequisite(s): MGMT 320 or MGMT 311 or MGMT 220	
GBUS 420 PORTFOLIO DEVELOPMENT SEMINAR	3 Credit Hours
This course is designed to assist students in developing a portfolio that will be used to document life and work experiences. Format for the course will be flexible to meet the needs of the individual. The course is provided as an e-course. (Prerequisites: Admission to RBA program) (3 lecture)	
Prerequisite(s): (ENGL 112 or ENGL 102) and (CS 105 or CS 101)	
GBUS 440 BUSINESS POLICY	3 Credit Hours
Must be taken in the last semester for the BSBA or BASBA programs. Course integrates Common Professional Component (CPC) and uses case studies and simulations. Major Fields Test (MFT) is required. (3 lecture)	
Prerequisite(s): MATH 211	