

**Department: Management, Marketing, Information Systems**

**Program: BBA General Business Administration**

Skill Set	Professional Application	Delivery of Skill Set Courses, extracurricular activities, etc. in which the skill set is introduced (I), reinforced (R), or mastered (M)
<p>Core Skill: Critical thinking, Problem solving, Analytical skills</p>	<p>Analyze and make strategic decisions regarding business ventures and projects.</p> <p>Analyze and make strategic decisions regarding business ventures and projects.</p>	<p>BUAD 2374 “International Business” (I) FINC 3321 “Business Finance,”(R) *ISYS 3330 “Information Systems &amp; Business Analytics”(R) MGMT 4390 “Strategic Management in a Global Environment” (M)</p>
<p>Core Skill: Professional Communications</p>	<p>Write in a fluent style using correct grammar, spelling and punctuation to produce various forms of business writing. This includes email communications, reports, client letters, memos, resumes, cover letters, reports, PowerPoint presentations, meeting minutes and other written documents for the work environment.</p>	<p>UNIV 1102 “Student Success” (I) COMS 1315 “Communication”(R) BCOM 3306 “Business Communication” (R) BBA Core and major (M)</p>
<p>Core Skill: Leadership &amp; Team Work</p>	<p>Developing and working with in specified teams on in-depth interactive team projects.</p> <p>Develop a variety of skills and knowledge essential to organizations success via team development.</p>	<p>BUAD 2374 “International Business” (I) MGMT 3322 “Principles of Management” (R) MGMT 4390 “Strategic Management in a Global Environment”(M)</p>
<p>Core Skill: Ethics and Social Responsibility</p>	<p>Ethics, objectivity, independence, responsibility conflict.</p> <p>Demonstrate skills identifying ethical issues and social responsible practices in current organizations.</p>	<p>BUAD 2374 “International Business” (I) MKTG 3324 “Principles of Marketing”(R) MGMT 4365 “Ethics &amp; Sustainability”(R) MGMT 4390 “Strategic Management in a Global Environment”(M)</p>
<p>Core Skill: Technology Competence Enterprise Resource Platform (ERP) (SAP)</p>	<p>Create formatted, data and pivot tables; create and format data, combo, scatter and pivot charts; import, harvest, parse and filter data; write formulas; use future value, loan, v-lookup, if, if error and conditional formatting functions. Power point development and presentations.</p> <p>Analyze organization and client data, prepare reports, tables and charts and other common business usages of Excel skills.</p>	<p>BUAD 1115 “Intro to Business Software”(I) MATH 1324 “Math for Business &amp; Economics” (I) ACCT 2302 “Principles of Accounting II”(I) *ISYS 3330 “Information System &amp; Business Analytics”(R) *MGMT 3355 “Operations, Logistics, and Supply Chain Management”(R) MGMT 4390 “Strategic Management in a Global Environment” (M)</p>

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Core Skill: Global Awareness	Impact of globalization on domestic organizations as they expand .  Understand the multiple ways an organization can expand in to a global competitive market.	BUAD 2374 “International Business” (I) MGMT 4390 “Strategic Management in a Global Environment” (R) (M)
Discipline-based Skill: Fundamental Business Concepts	Organize teams, manage tasks, expectations and deliverables.  Apply skills to manage business projects, develop teams/groups, assign appropriate resources, through appropriate communications.	BUAD 2374 “International Business” (I) MGMT 3312 “Organizational Theory & Human Behavior”(R) MGMT 3322 “Principles of Management”(R) FINC 3321 “Business Finance”(R) *ISYS 3330 “Information Systems & Business Analytics”(R) MRKT 3324 “Principles of Marketing”(R) MGMT 4390 “Strategic Management in a Global Environment”(M)