

## Management

The Management curriculum provides students with training in management concepts, procedures and organizational structures required for entry-level positions in business, industry and government. The program offers four options: Management, Real Estate, Human Resources and Entrepreneurship.

Degree graduates seek employment in positions with job titles such as management trainee, sales representative, job supervisor and researcher, and entry-level positions in organizations that eventually lead to a job as assistant manager, buyer coordinator, communications director, distribution manager, distribution supervisor, operations manager, office manager, public relations manager, purchasing agent, sales manager, sales assistant manager, service manager and shipping manager. The programs also enable currently employed workers to move forward in their current occupations.

### STUDENT LEARNING OUTCOMES:

#### Management – Entrepreneurship Option

Upon completion of this program graduates will be able to:

- Apply effectively their knowledge of small business management concepts and practices in for-profit and nonprofit ventures as owners or managers in today's challenging and changing economic environment.
- Use computer technology and software for decision support and information retrieval in new and existing ventures for small businesses.
- Develop and evaluate a business plan for a small business and its impact on the owner or manager as well as the community.
- Collaborate effectively with others in situations requiring teamwork, leadership and negotiations using verbal and nonverbal communications.
- Identify business-related problems, consider alternatives and reach conclusions based on logical and written analysis in a small business environment.
- Demonstrate an understanding of and engage in all business activities with a focus on ethical behavior in diverse environments.

#### Management – Human Resources Management Option

Upon completion of this program graduates will be able to:

- Apply human resources management concepts and practices in for-profit and nonprofit ventures and regional and global business environments.
- Use computer technology for decision support and information retrieval.
- Explain the importance of training and development in maintaining and developing an effective work force.
- Identify the purposes and dimensions of performance appraisals and describe an effective performance evaluation system.
- Demonstrate an understanding of and engage in all business activities with a focus on ethical behavior in diverse environments.

#### Management – Management Option

Upon completion of this program graduates will be able to:

- Apply management concepts and practices in for-profit and non-profit ventures and regional and global business environments.
- Use computer technology for decision support and information retrieval.
- Collaborate effectively with others in situations requiring teamwork, leadership and negotiations using verbal and nonverbal communications.
- Identify business-related problems, consider alternatives and reach conclusions based on logical and written analysis in all business environments.
- Demonstrate an understanding of and engage in all business activities with a focus on ethical behavior in diverse environments.

#### Management – Real Estate Management Option

Upon completion of this program graduates will be able to:

- Apply real estate concepts and practices in for-profit and nonprofit ventures and regional and global business environments.
- Use computer technology for decision support and information retrieval.
- Collaborate effectively with others in situations requiring teamwork, leadership and negotiations using verbal and nonverbal communications.
- Identify business-related problems, consider alternatives and reach conclusions based on logical and written analysis in business environments and any real estate venue.
- Demonstrate an understanding of and engage in all real estate and other business activities with a focus on ethical behavior in diverse environments.

### PROGRAM ENTRY REQUIREMENTS:

This program is open to interested students. New students are normally required to take the College's placement tests at their time of entry.

Students who are identified as needing developmental course work must satisfactorily complete the appropriate English and mathematics courses as part of their degree.

### PROGRAM OF STUDY AND GRADUATION REQUIREMENTS:

A minimum of 61 credits and a grade point average of 2.0 are required for graduation with an Associate in Applied Science (A.A.S.) degree in Management.

*(continued on next page)*

**MANAGEMENT – ENTREPRENEURSHIP OPTION**

<b>Course Number and Name</b>	<b>Prerequisites and Corequisites</b>	<b>Credits</b>	<b>Gen Ed Req.</b>
<b>FIRST SEMESTER</b>			
ENGL 101 – English Composition I		3	ENGL 101
CIS 103 – PC Applications		3	Tech Comp
MATH 118 – Intermediate Algebra		3	Mathematics
MNGT 121 – Introduction to Business		3	
ACCT 101 – Financial Accounting		4	
<b>SECOND SEMESTER</b>			
MNGT 141 – Principles of Management	MNGT 121	3	
ENGL 102 – English Composition II	ENGL 101	3	ENGL 102, Info Lit
MKTG 131 – Principles of Marketing	MNGT 121	3	
Social Science Elective		3	Social Sciences
ACCT 102 – Managerial Accounting	ACCT 101 with a grade of “C” or better	3	
<b>THIRD SEMESTER</b>			
MNGT 142 – Management Information Systems	MNGT 121	3	
Humanities Elective		3	Humanities
MNGT 144 – Small Business Management	MNGT 121	3	
MKTG 237 – Creative Selling	MNGT 121	3	
MKTG 238 – Marketing & Management Problems	MNGT 141 and MKTG 131	3	
<b>FOURTH SEMESTER</b>			
MKTG 232 – Advertising & Sales Promotion	MKTG 131	3	
Science		3/4	Natural Science
MNGT 246 – Principles of Operation Management	MNGT 121	3	
MNGT 199 – Cooperative Work Experience	MNGT 121	3	
MNGT 247 – Human Resources Management or	MNGT 121	3	
MNGT 261 – Introduction to the Law & Legal System or			
MNGT 262 – Business Law			
<b>MINIMUM CREDITS NEEDED TO GRADUATE</b>		<b>61</b>	

**General Education Requirements**

All General Education requirements are met through required courses (as indicated above) except for the Writing Intensive requirement, the Interpretive Studies requirement and the American/Global Diversity requirement. Therefore, in order to graduate, students in this program must choose one course that is designated Writing Intensive, one course that is designated Interpretive Studies and one course that is designated American/Global Diversity. The same course may be used to fulfill more than one of these requirements. A list of courses that fulfill these requirements and a more detailed explanation of the College’s general education requirements appear elsewhere in this Catalog and on [www.ccp.edu](http://www.ccp.edu).

**For More Information Contact:**

The Division of Business and Technology, Room C1-9, 1700 Spring Garden Street, Philadelphia, PA 19130, Telephone (215) 496-6164; or the College Information Center (215) 751-8010.

**MANAGEMENT – HUMAN RESOURCES MANAGEMENT OPTION**

<b>Course Number and Name</b>	<b>Prerequisites and Corequisites</b>	<b>Credits</b>	<b>Gen Ed Req.</b>
<b>FIRST SEMESTER</b>			
ENGL 101 – English Composition I		3	ENGL 101
CIS 103 – PC Applications		3	Tech Comp
MATH 118 – Intermediate Algebra		3	Mathematics
MNGT 121 – Introduction to Business		3	
ACCT 101 – Financial Accounting		4	
<b>SECOND SEMESTER</b>			
MNGT 141 – Principles of Management	MNGT 121	3	
ENGL 102 – English Composition II	ENGL 101	3	ENGL 102, Info Lit
MKTG 131 – Principles of Marketing	MNGT 121	3	
Social Science Elective		3	Social Sciences
ACCT 102 – Managerial Accounting	ACCT 101 with a grade of “C” or better	3	
<b>THIRD SEMESTER</b>			
MNGT 142 – Management Information Systems	MNGT 121	3	
Humanities Elective		3	Humanities
MNGT 241 – Office/Supervisory Management	MNGT 121	3	
MNGT 247 – Human Resources Management	MNGT 121	3	
MKTG 238 – Marketing & Management Problems	MNGT 141 and MKTG 131	3	
<b>FOURTH SEMESTER</b>			
MNGT 246 – Principles of Operation Management	MNGT 121	3	
Science		3/4	Natural Science
MNGT 261 – Introduction to the Law & Legal System or		3	
MNGT 262 – Business Law			
MNGT 250 – Collective Bargaining		3	
MNGT 199 – Cooperative Work Experience	MNGT 121	3	
<b>MINIMUM CREDITS NEEDED TO GRADUATE</b>		<b>61</b>	

**General Education Requirements**

All General Education requirements are met through required courses (as indicated above) except for the Writing Intensive requirement, the Interpretive Studies requirement and the American/Global Diversity requirement. Therefore, in order to graduate, students in this program must choose one course that is designated Writing Intensive, one course that is designated Interpretive Studies and one course that is designated American/Global Diversity. The same course may be used to fulfill more than one of these requirements. A list of courses that fulfill these requirements and a more detailed explanation of the College’s general education requirements appear elsewhere in this Catalog and on [www.ccp.edu](http://www.ccp.edu).

**For More Information Contact:**

The Division of Business and Technology, Room C1-9, 1700 Spring Garden Street, Philadelphia, PA 19130, Telephone (215) 496-6164; or the College Information Center (215) 751-8010.

**MANAGEMENT – MANAGEMENT OPTION**

<b>Course Number and Name</b>	<b>Prerequisites and Corequisites</b>	<b>Credits</b>	<b>Gen Ed Req.</b>
<b>FIRST SEMESTER</b>			
ENGL 101 – English Composition I		3	ENGL 101
CIS 103 – PC Applications		3	Tech Comp
MATH 118 – Intermediate Algebra		3	Mathematics
MNGT 121 – Introduction to Business		3	
ACCT 101 – Financial Accounting		4	
<b>SECOND SEMESTER</b>			
MNGT 141 – Principles of Management	MNGT 121	3	
ENGL 102 – English Composition II	ENGL 101	3	ENGL 102, Info Lit
MKTG 131 – Principles of Marketing	MNGT 121	3	
Social Science Elective		3	Social Sciences
ACCT 102 – Managerial Accounting	ACCT 101 with a grade of “C” or better	3	
<b>THIRD SEMESTER</b>			
MNGT 142 – Management Information Systems	MNGT 121	3	
Humanities Elective		3	Humanities
MNGT 241 – Office Supervisory Management	MNGT 121	3	
MNGT 247 – Human Resources Management	MNGT 121	3	
Science		3/4	Natural Science
<b>FOURTH SEMESTER</b>			
MKTG 238 – Marketing & Management Problems	MNGT 141 and MKTG 131	3	
MNGT 246 – Principles of Operation Management	MNGT 121	3	
MNGT 199 – Cooperative Work Experience	MNGT 121	3	
MKTG 237 – Creative Selling	MNGT 121	3	
MNGT 144 – Small Business Management or MNGT 261 – Introduction to Law and the Legal System or MNGT 262 – Business Law	MNGT 121	3	
<b>MINIMUM CREDITS NEEDED TO GRADUATE</b>		<b>61</b>	

**General Education Requirements**

All General Education requirements are met through required courses (as indicated above) except for the Writing Intensive requirement, the Interpretive Studies requirement and the American/Global Diversity requirement. Therefore, in order to graduate, students in this program must choose one course that is designated Writing Intensive, one course that is designated Interpretive Studies and one course that is designated American/Global Diversity. The same course may be used to fulfill more than one of these requirements. A list of courses that fulfill these requirements and a more detailed explanation of the College’s general education requirements appear elsewhere in this Catalog and on [www.ccp.edu](http://www.ccp.edu).

**For More Information Contact:**

The Division of Business and Technology, Room C1-9, 1700 Spring Garden Street, Philadelphia, PA 19130, Telephone (215) 496-6164; or the College Information Center (215) 751-8010.

**MANAGEMENT – REAL ESTATE MANAGEMENT OPTION**

<b>Course Number and Name</b>	<b>Prerequisites and Corequisites</b>	<b>Credits</b>	<b>Gen Ed Req.</b>
<b>FIRST SEMESTER</b>			
ENGL 101 – English Composition I		3	ENGL 101
CIS 103 – PC Applications		3	Tech Comp
MATH 118 – Intermediate Algebra		3	Mathematics
MNGT 121 – Introduction to Business		3	
ACCT 101 – Financial Accounting		4	
<b>SECOND SEMESTER</b>			
MNGT 141 – Principles of Management	MNGT 121	3	
ENGL 102 – English Composition II	ENGL 101	3	ENGL 102, Info Lit
MKTG 131 – Principles of Marketing	MNGT 121	3	
Social Science Elective		3	Social Sciences
ACCT 102 – Managerial Accounting	ACCT 101 with a grade of “C” or better	3	
<b>THIRD SEMESTER</b>			
MNGT 142 – Management Information Systems	MNGT 121	3	
Humanities Elective		3	Humanities
RE 101 – Real Estate Fundamentals		3	
RE 105 – Real Estate Practice		3	
MKTG 238 – Marketing & Management Problems	MNGT 141 and MKTG 131	3	
<b>FOURTH SEMESTER</b>			
RE 131 – Real Estate Financing or RE 111 – Real Estate Mathematics		3	
Science		3/4	Natural Science
MNGT 246 – Principles of Operation Management	MNGT 121	3	
MNGT 261 – Introduction to the Law & the Legal System or MNGT 262 – Business Law		3	
MNGT 199 – Cooperative Work Experience	MNGT 121	3	
<b>MINIMUM CREDITS NEEDED TO GRADUATE</b>		<b>61</b>	

**General Education Requirements**

All General Education requirements are met through required courses (as indicated above) except for the Writing Intensive requirement, the Interpretive Studies requirement and the American/Global Diversity requirement. Therefore, in order to graduate, students in this program must choose one course that is designated Writing Intensive, one course that is designated Interpretive Studies and one course that is designated American/Global Diversity. The same course may be used to fulfill more than one of these requirements. A list of courses that fulfill these requirements and a more detailed explanation of the College’s general education requirements appear elsewhere in this Catalog and on [www.ccp.edu](http://www.ccp.edu).

**For More Information Contact:**

The Division of Business and Technology, Room C1-9, 1700 Spring Garden Street, Philadelphia, PA 19130, Telephone (215) 496-6164; or the College Information Center (215) 751-8010.