

Business

BUS& 101

Introduction to Business [S/B] • 5.0 Credits

Formerly BA 101, BUS& 101

As an introduction to business, this course is a critical survey of the theory, principles, and practices of modern business. Functional areas of business, such as entrepreneurship, management, marketing, accounting, and finance are introduced. Students will learn about the breadth of business operations and decision making in a competitive global marketplace. The importance of professional communication in business settings involving diverse stakeholders is highlighted. The increasing reliance on teamwork as a driver of success is also emphasized.

BUS 103

Principles of Sales • 5.0 Credits

Formerly BA 103, BUS 103

A study in consumer motivation, buyer benefits, overcoming sales resistance, and closing of sales supplemented by sales demonstrations developed and presented in the classroom.

BUS 105

Business & Payroll Tax Accounting • 5.0 Credits

Formerly BA 105, BUS 105

A study of the various aspects of federal, state, and local taxes levied upon business. Emphasis placed on Federal Income and Social Security tax withholding, sales tax requirements, and various state regulations regarding employee health, safety, unemployment insurance, and business and occupation tax. Students practice completion of various tax reports and maintenance of accurate tax-related records. Offered spring quarter only.test

BUS 107

Federal Income Taxes • 5.0 Credits

Formerly BA 107, BUS 107

This course emphasizes tax planning and tax recognition, not tax expertise. Students will be aware of the many issues and general solutions in taxation, including tax considerations in business decision-making, tax effects of business transactions; taxation of compensation; fringe benefits; capital gains; fixed asset transactions; tax credits; alternative minimum tax and passive activity rules, but leaving the detailed tax planning or compliance work for other tax courses. Offered fall quarter. It is recommended that students complete ACCT& 201 prior to enrollment.

BUS 111

Computerized Accounting • 5.0 Credits

Formerly BA 111, BUS 111

This course requires students to use QuickBooks to account for service and merchandising businesses. The different modules include Accounts Receivable, Accounts Payable, Payroll, and integration of Microsoft Excel and Word.test

BUS 120

Personal Finance • 5.0 Credits

Formerly BA 120, BUS 120

In this introductory course students learn a basic foundation of personal finance knowledge and how to apply it to their life. Students learn the fundamentals of planning, analyzing, managing, and investing personal financial resources. This includes practical knowledge and strategies for many real-life scenarios such as purchasing a home, deciding on a credit card, and buying a car. Other important topics include understanding how credit scores work, budgeting, and insurance, as well as a basic overview of investment tools and strategies. Additionally, students learn how to create a budget and a balance sheet and calculate their net

worth. Students are challenged to apply this information to their own life situations by developing a personal financial plan.

BUS 165

Investments • 5.0 Credits

Formerly BA 165, BUS 165

Fundamentals of investing and investment alternatives, including a study of traditional investment vehicles such as stocks, bonds, mutual funds, and more speculative strategies such as options and futures. The course examines investment decision-making within the framework of investment goals including safety, risk, growth, and income. The mechanics of various financial markets are also discussed.

BUS 170

Introduction to Event Planning • 5.0 Credits

Introduction to event planning including learning about the types of meetings and events, awareness of site location and suitability, logistics of the planning process, importance of market and sales research, and careers options in the event planning industry.

BUS 171

Event Planning Internship • 1.0–6.0 Credits

To obtain experience in event planning by assisting or being the lead in the completion of an event planning project(s).

BUS 179

Introduction to Entrepreneurship • 5.0 Credits

This is a survey course in entrepreneurship and business development. This course focuses on starting and developing a new business. Topics include evaluating opportunities and testing the feasibility of creative ideas, selecting and dealing with partners; examining alternative methods of financing, developing the initial competitive strategy, structuring and managing the business through the early survival months, and locating sources of outside help.

BUS 199

Special Studies • 1.0–5.0 Credits

Formerly BA 199, BUS 199

A class used to explore new coursework.

BUS& 201

Business Law • 5.0 Credits

Formerly BA 254, BUS& 201

An introduction to the American legal system including its social, political, and ethical impacts on international and domestic business. The court system and judicial procedures are examined. Class focuses on business and personal liability in the areas of torts, crimes, and contracts, including its application of the Uniform Commercial Code, emphasizing on contractual relations and implications in business forms, employment, agency, regulation, and property.

BUS 210

Managing Personal Finance • 5.0 Credits

This course explores how and why individuals make the financial choices and decisions they do. Individual attributes and relationships from a financial perspective are explored. Emergency funds, goals, and financial statements are covered, as well as basic retirement information. Money problems and solutions illustrate real life problems. Careers, mindfulness, and life balance topics round out a holistic approach to finances. A term paper is required to reflect upon individual learning in managing personal finances.

Business

BUS 250

Management Information Systems • 5.0 Credits

Formerly BA 250, BUS 250

This course is designed to introduce business majors to Management Information Systems (MIS) and demonstrate how these systems are used throughout organizations in theory and application. Ethics and privacy, analytics and contemporary topics are explored. Various software applications are used to create and analyze a business.

BUS 257

Governmental Accounting • 5.0 Credits

Formerly BA 257, BUS 257

Accounting practices for the growing nonprofit segment of the economy (governmental units, educational institutions, hospitals, etc.) with a comparison to accounting for profit-making organizations. Includes a practice set to be used on microcomputer.test

BUS 262

Management Principles • 5.0 Credits

Formerly BA 262, BUS 262

A study of the essentials of management in merchandising, manufacturing, agriculture, agrichemical business, and service businesses.

BUS 263

Principles of Finance • 5.0 Credits

Formerly BA 263, BUS 263

An examination of the analytical tools used to manage and control finances. Concepts include: acquisition and oversight of working capital; intermediate and long-term financing; and the cost of capital and capital budgeting.

BUS 264

Fraud & Accounting Information Systems • 5.0 Credits

Formerly BA 264, BUS 264

This course provides a perspective of Accounting Information Systems through the examination of fraud including various schemes, skimming, and check tampering. Accounting and legal principles provide a context for the big picture of occupational fraud and abuse. The behavioral theory and social factors that motivate perpetrators of fraud are explained. The Systems Understanding Aid (SUA) is an accounting practice set supported with documents to enhance understanding an accounting system.test

BUS 265

Marketing Principles • 5.0 Credits

Formerly BA 265, BUS 265

Study of marketing functions from the viewpoint of the manager covering such topics as marketing, distribution channels, price market grid, transportation, and consumer behavior.

BUS 267

Marketing Special Projects • 1.0–5.0 Credits

Formerly BA 267, BUS 267

A practical and student-centered project oriented class, utilizing marketing skills to develop marketing plans for the Tri-Cities area business and charitable organizations. The use of primary and secondary data collection, research, business start-up planning, profitable business decision-making, and business communication skills as they relate to a final project.

BUS 271

Human Relations Business • 5.0 Credits

Formerly BA 271, BUS 271

Study of the individual and his or her growth and development. Course is designed to enable students to establish goals and lead others in the

accomplishment of those goals. It is aimed at heightening the student's awareness of leadership and management.

BUS 272

Organization Development • 3.0 Credits

Formerly BA 272, BUS 272

A critical study of theory, principles, and practices in the development of contemporary business organizations. The focus is on diagnosis in a problem-solution approach. Key issues are triggering, managing, and nourishing change in a turbulent and highly competitive global business environment. Systems understanding, resource, and technology applications are considered.

BUS 279

Intermediate Entrepreneurship • 5.0 Credits

Students will learn the principles and skills needed for implementation of a business plan to own and operate a successful venture. The principles and skills of the entrepreneur are utilized in the decision making process. Topics covered in this course include: The appropriate business structure and organization, developing plans and strategies for the entrepreneurial venture, financing strategies, exploration of growth opportunities, and successful managing of scarce resources. **Prerequisite: Completion of BUS 179 with a 0.7 or higher.**

BUS 280

Innovation & Design Thinking 1 • 5.0 Credits

This course combines theory and individual and group assignments to introduce students to the main concepts of innovation creativity and design thinking. Students learn various tools to promote creativity within themselves and others, processes to increase innovation, how to contribute to a creative team, how to manage creativity, and how to establish a culture of creativity within an organization. Students will develop an understanding of and appreciation for the creative/innovative processes and will be prepared to contribute in a unique and productive way to today's entrepreneurial and organizational demands.

BUS 295

Supervised Employment • 1.0–5.0 Credits

Formerly BA 295, BUS 295

A supervised, paid work experience in a community agency, business, or industrial firm involving the application and practice of skills and principles learned in the classroom. Instructor permission is required to enroll.