BUSINESS FIRST-LINE SUPERVISION (LOR)

PROGRAM OVERVIEW
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Humanities 17
301-784-5185

The First-Line Supervision Letter of Recognition provides students the opportunity for a basic understanding of business, including management, marketing, accounting, and finance. Particular emphasis is placed on professional and ethical behavior. Students will develop basic supervisory skills, and will expand their opportunities for career advancement. All credits earned in this Letter of Recognition apply toward a one-year certificate in Business Supervision and a two-year Associate of Applied Science degree in Business Management.

COURSE REQUIREMENTS

REQUIRED BUSINESS COURSES
- BUAD-101 Introduction to Business
- BUAD-110 Business Professionalism and Ethics
- BUAD-209 or BUAD-213 Human Resources and Supervision or Principles of Management

REQUIRED ELECTIVE COURSES
Please consult with your advisor or the Advising Center staff for selecting appropriate elective courses for graduation.

Elective - 3 credits

PROGRAM PATH

BUSINESS MANAGEMENT
FIRST-LINE SUPERVISION
LETTER OF RECOGNITION
PREPARATION FOR EMPLOYMENT

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Administration 101 (Introduction to Business)</td>
<td>3</td>
</tr>
<tr>
<td>Business Administration 110 (Business Professionalism and Ethics)</td>
<td>2</td>
</tr>
<tr>
<td>Business Administration 209 or 213 (Human Resources and Supervision or Principles of Management)</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Credit Hours:</strong></td>
<td><strong>11</strong></td>
</tr>
</tbody>
</table>

NOTE: All courses specifically identified by course number are graduation requirements for this program.