

Business – AS

Associate in Science

Minimum of 62 credit hours

Choosing to become a member of the business community means learning a variety of skills. If you decide to pursue this career option, you will study courses like economics, accounting, statistics and computer science in addition to taking general education classes. You can pick from many associate degrees in business from Oklahoma City Community College as well as several business certificate programs. Your educational options include this two-year general business program that transfers easily to the college or university of your choice.

This program is approved by the Accreditation Council for Business Schools and Programs (ACBSP).

COURSE SEQUENCE

Course ID	Course Name	Credits	Type	Min GD
Term 1				
SCL 1001	Success in College and Life Students will learn best practices for academic, career, and personal success. Students will discover their individual strengths, interests, and values to create a personalized plan; select and utilize resources that are applicable to their growth and success; and engage as active and responsible members of the academic community. This course should be taken during a student's first semester of college work at Oklahoma City Community College and is a required course in degree plans to satisfy the Life Skills requirement. Prerequisites: ENGL 0106 or adequate reading/writing assessment scores	1	Life Skills	
ENGL 1113	English Composition I The student will write well-developed compositions which demonstrate the principles of unity, coherence, and organization and which contain specific details and vivid language. The students will locate library material and incorporate researched materials into compositions. Prerequisites: ENGL 0203, adequate placement score, or by meeting determined placement measures	3	Gen Ed	
BIO	Biological Science Biological Science	3-4	Gen Ed	
Term 2				
MATH 1483	Functions and Modeling The student will demonstrate: an understanding of the general concepts of relation and function and specifically of polynomial, rational, exponential and logarithmic functions; the ability to solve systems of equations by utilizing matrices and determinants; and, the ability to solve practical problems using algebraic and digital techniques. Prerequisites: MATH 0313 or adequate math placement; ENGL 0203, adequate placement score, or by meeting determined placement measures	3	Gen Ed	
ENGL 1213	English Composition II In this advanced writing course, students will create essays that explore and evaluate a variety of issues and perspectives suggested by fiction, poetry, drama, essays, and other types of cultural texts. Students will refine and augment the writing techniques they learned in ENGL 1113 or ENGL 1103 to develop well- reasoned, well-structured arguments in a clear, fluid, and engaging prose style. Prerequisites: ENGL 1103 or ENGL 1113 taken within the last year, with strong encouragement for immediate continuation.	3	Gen Ed	
Term 3				
MATH 1743	Calculus I for Business, Life Sciences, and Social Sciences	3	Gen Ed	

This is the first of a two-semester sequence in elementary calculus in which students use the concepts of differential and integral calculus to solve theoretical and applied problems in business, life sciences, and social sciences.**Prerequisites:**

MATH 1483 or adequate math placement

COM 2213 Intro to Public Speaking 3 Gen Ed

Given the principles of effective listening and speaking, the student will assimilate those skills into his or her physical and psychological worlds. After being exposed to public, business and professional speaking, the student will apply the principles of invention, organization, style, and delivery through practical exercises and will use the principles of rhetorical criticism in discussing speeches delivered in class.**Prerequisites:** ENGL 0106 or adequate placement score

Term 4

ECON 2123 Principles of Microeconomics 3 Major

The student will apply microeconomic theories in analyzing concepts by which business maximizes profit, consumers maximize satisfaction, government allocates goods and services, and international trade affects the domestic economy.**Prerequisites:** MATH 0313 or adequate math placement and ENGL 0203 or adequate placement score, or by meeting determined placement measures.

POLSC 1113 American Federal Government 3 Gen Ed

A study of the principles, structure, processes and functions of the United States federal government.**Prerequisites:** ENGL 0203, adequate placement score, or by meeting determined placement measures

Term 5

HIST 1483 U.S. History to 1877 OR Gen Ed

After analyzing events in American history from 1400 to 1877 in such areas as revolution, geographic and social mobility, political reform, government precedents and war, students will be able to identify patterns of present day mobility, describe governmental operations in their society and help resolve conflict in society based on the student's search for change, precedents, and conflict in the American past. A general education requirement.**Prerequisites:** ENGL 0203, adequate placement score, or by meeting determined placement measures

HIST 1493 U.S. History 1877 to Present 3 Gen Ed

After analyzing events in American history from 1877 to the present in such areas as geographic and social mobility, political reform, government precedents and war, students will be able to identify patterns of present day mobility, describe governmental operations in their society and help resolve conflict in society based on the student's search for change, precedents, and conflict in the American past. A general education requirement.**Prerequisites:** ENGL 0203, adequate placement score, or by meeting determined placement measures

HUM Humanities Elective 3 Gen Ed

Humanities elective

Term 6

ACCT 2113 Accounting I/Financial 3 Major C

Students will demonstrate an understanding of basic accounting concepts, theories, and procedures and their effects on the financial reporting and analysis of a business.**Prerequisites:** MATH 0313 or adequate math placement and ENGL 0203 or adequate placement score, or by meeting determined placement measures.

ECON 2143 Principles of Macroeconomics 3 Major

This course is a continuation of the Principles of Economics involving the production, consumption and distribution of wealth in a market economy, with major emphasis macroeconomics theory, particularly the general price level, output and income, and interrelations among sectors of the economy, determinants of aggregate demand and aggregate supply, as well as monetary and fiscal policy tools that can be used to achieve particular policy objectives. The basics of international finance will be reviewed.**Prerequisites:** ECON 2123 or by evaluation

Term 7

ECON 2023 Statistics for Business and Economics 3 Major

Basic statistics course for undergraduate business majors. Introductory statistical methods are presented employing statistical computer software and applications to typical business and economic problems. Topics include descriptive statistics, probability concepts, probability distribution, estimation, hypothesis testing, and introduction to econometric/regression analysis, and correlation. **Prerequisites:** MATH 1743 and ENGL 0203 or adequate placement score, or by meeting determined placement measures.

ACCT 2123 Accounting II/Managerial 3 Major

A continuation of ACCT 2113. Students will demonstrate an understanding of managerial accounting concepts by properly classifying basic cost elements, allocating these costs to the manufacturing processes of a product, performing cost-volume-profit analysis, preparing operating and capital budgets, analyzing the decision-making process, and making business decisions. **Prerequisites:** Completion of ACCT 2113 with a grade of "C" or better.

FA GEN	Faculty Approved General Education Elective	3	Gen Ed
	Faculty approved General Education elective		

Term 8

BUS 2033	Business Communication	3	Major
	Business Communication is a survey course of communication skills needed in the business environment. Course content includes writing memoranda, letters, reports, resumes, and electronic messages; creating an analytical report; delivering oral presentations; and developing interpersonal skills. Critical thinking and problem solving skills are emphasized. Development of these skills is integrated with the use of technology.		
	Prerequisites: ENGL 1113 or by evaluation. Criteria for evaluation is in division office.		

FA SUPPORT	Faculty Approved Support Electives	3	Support
	Faculty approved support electives		
PHYS	Any Physical Science	3-4	Gen Ed
	Any Physical Science		

Term 9

HUM	Humanities Elective	3	Gen Ed
	Humanities elective		
FA SUPPORT	Faculty Approved Support Electives	3	Support
	Faculty approved support electives		

COURSE GROUPING

Major Courses: (18 credit hours) Business: BUS 2033; Accounting: ACCT 2113 (C); ACCT 2123; Economics: ECON 2023; ECON 2123; ECON 2143

General Education Courses: (37-38 credit hours) English: ENGL 1113; ENGL 1213; Communications: COM 2213; History: HIST 1483 or HIST 1493; Political Science: POLSC 1113; ** Science: Three to four credit hours of general education Biological Science; three to four credit hours of general education Physical Science – one of the science courses must include a lab component.; Humanities: Six credit hours of Humanities; Mathematics: MATH 1483; MATH 1743; Approved General Education Elective: Three credit hours.

Life Skills Courses: (1 credit hour) Life Skills: SCL 1001

Support Courses: (6 credit hours) Approved Support Elective: Six credit hours

PROGRAM NOTES

Notes: This program is designed for students planning to continue their education at a four-year college or university. (See also AS Business options transferring to OCU, OU, and UCO.) Completion of ACCT 2113 with a grade of "C" or better. Please refer to the General Degree Requirement section of the catalog for the general requirements for completion of the Associate in Science Degrees.

COURSE DESCRIPTIONS

ACCOUNTING

ACCT 2113 - Accounting I/Financial

Students will demonstrate an understanding of basic accounting concepts, theories, and procedures and their effects on the financial reporting and analysis of a business.

Prerequisites: MATH 0313 or adequate math placement and ENGL 0203 or adequate placement score, or by meeting

determined placement measures.

Credits: 3

ACCT 2123 - Accounting II/Managerial

A continuation of ACCT 2113. Students will demonstrate an understanding of managerial accounting concepts by properly classifying basic cost elements, allocating these costs to the manufacturing processes of a product, performing cost-volume-profit analysis, preparing operating and capital budgets, analyzing the decision-making process, and making business decisions.

Prerequisites: Completion of ACCT 2113 with a grade of "C" or better.

Credits: 3

BIOLOGICAL SCIENCE

BIO - Biological Science

Biological Science

Credits: 3

BUSINESS

BUS 2033 - Business Communication

Business Communication is a survey course of communication skills needed in the business environment. Course content includes writing memoranda, letters, reports, resumes, and electronic messages; creating an analytical report; delivering oral presentations; and developing interpersonal skills. Critical thinking and problem solving skills are emphasized. Development of these skills is integrated with the use of technology.

Prerequisites: ENGL 1113 or by evaluation. Criteria for evaluation is in division office.

Credits: 3

COMMUNICATIONS

COM 2213 - Intro to Public Speaking

Given the principles of effective listening and speaking, the student will assimilate those skills into his or her physical and psychological worlds. After being exposed to public, business and professional speaking, the student will apply the principles of invention, organization, style, and delivery through practical exercises and will use the principles of rhetorical criticism in discussing speeches delivered in class.

Prerequisites: ENGL 0106 or adequate placement score

Credits: 3

ECONOMICS

ECON 2023 - Statistics for Business and Economics

Basic statistics course for undergraduate business majors. Introductory statistical methods are presented employing statistical computer software and applications to typical business and economic problems. Topics include descriptive statistics, probability concepts, probability distribution, estimation, hypothesis testing, and introduction to econometric/regression analysis, and correlation.

Prerequisites: MATH 1743 and ENGL 0203 or adequate placement score, or by meeting determined placement measures.

Credits: 3

ECON 2123 - Principles of Microeconomics

The student will apply microeconomic theories in analyzing concepts by which business maximizes profit, consumers maximize satisfaction, government allocates goods and services, and international trade affects the domestic economy.

Prerequisites: MATH 0313 or adequate math placement and ENGL 0203 or adequate placement score, or by meeting determined placement measures.

Credits: 3

ECON 2143 - Principles of Macroeconomics

This course is a continuation of the Principles of Economics involving the production, consumption and distribution of wealth in a market economy, with major emphasis macroeconomics theory, particularly the general price level, output and income, and interrelations among sectors of the economy, determinants of aggregate demand and aggregate supply, as well as monetary and fiscal policy tools that can be used to achieve particular policy objectives. The basics of international finance will be reviewed.

Prerequisites: ECON 2123 or by evaluation

Credits: 3

ELECTIVES

FA GEN - Faculty Approved General Education Elective

Faculty approved General Education elective

Credits: 3

FA SUPPORT - Faculty Approved Support Electives

Faculty approved support electives

Credits: 3

HUM - Humanities Elective

Humanities elective

Credits: 3

PHYS - Any Physical Science

Any Physical Science

Credits: 3

ENGLISH

ENGL 1113 - English Composition I

The student will write well-developed compositions which demonstrate the principles of unity, coherence, and organization and which contain specific details and vivid language. The students will locate library material and incorporate researched materials into compositions.

Prerequisites: ENGL 0203, adequate placement score, or by meeting determined placement measures

Credits: 3

ENGL 1213 - English Composition II

In this advanced writing course, students will create essays that explore and evaluate a variety of issues and perspectives suggested by fiction, poetry, drama, essays, and other types of cultural texts. Students will refine and augment the writing techniques they learned in ENGL 1113 or ENGL 1103 to develop well-reasoned, well-structured arguments in a clear, fluid, and engaging prose style.

Prerequisites: ENGL 1103 or ENGL 1113 taken within the last year, with strong encouragement for immediate continuation.

Credits: 3

HISTORY

HIST 1483 - U.S. History to 1877

After analyzing events in American history from 1400 to 1877 in such areas as revolution, geographic and social mobility, political reform, government precedents and war, students will be able to identify patterns of present day mobility, describe governmental operations in their society and help resolve conflict in society based on the student's search for change, precedents, and conflict in the American past. A general education requirement.

Prerequisites: ENGL 0203, adequate placement score, or by meeting determined placement measures

Credits: 3

HIST 1493 - U.S. History 1877 to Present

After analyzing events in American history from 1877 to the present in such areas as geographic and social mobility, political reform, government precedents and war, students will be able to identify patterns of present day mobility, describe governmental operations in their society and help resolve conflict in society based on the student's search for change, precedents, and conflict in the American past. A general education requirement.

Prerequisites: ENGL 0203, adequate placement score, or by meeting determined placement measures

Credits: 3

MATHEMATICS

MATH 1483 - Functions and Modeling

The student will demonstrate: an understanding of the general concepts of relation and function and specifically of polynomial, rational, exponential and logarithmic functions; the ability to solve systems of equations by utilizing matrices and determinants; and, the ability to solve practical problems using algebraic and digital techniques.

Prerequisites: MATH 0313 or adequate math placement; ENGL 0203, adequate placement score, or by meeting determined placement measures

Credits: 3

MATH 1743 - Calculus I for Business, Life Sciences, and Social Sciences

This is the first of a two-semester sequence in elementary calculus in which students use the concepts of differential and integral calculus to solve theoretical and applied problems in business, life sciences, and social sciences.

Prerequisites: MATH 1483 or adequate math placement

Credits: 3

POLITICAL SCIENCE

POLSC 1113 - American Federal Government

A study of the principles, structure, processes and functions of the United States federal government.

Prerequisites: ENGL 0203, adequate placement score, or by meeting determined placement measures

Credits: 3

SUCCESS IN COLLEGE AND LIFE

SCL 1001 - Success in College and Life

Students will learn best practices for academic, career, and personal success. Students will discover their individual strengths, interests, and values to create a personalized plan; select and utilize resources that are applicable to their growth and success; and engage as active and responsible members of the academic community. This course should be taken during a student's first semester of college work at Oklahoma City Community College and is a required course in degree plans to satisfy the Life Skills requirement.

Prerequisites: ENGL 0106 or adequate reading/writing assessment scores

Credits: 1