COURSE INFORMATION FORM

DISCIPLINE Business Administration
COURSE TITLE Business Capstone

CR.HR 1 LECT HR. 1 LAB HR. CLIN/INTERN HR. CLOCK HR. 

CATALOG DESCRIPTION
This course is required to obtain an Associate in Applied Science Degree. Independent study in business related areas under the supervision of a faculty member. Pass/Fail.

PREREQUISITES
None

EXPECTED STUDENT OUTCOMES IN THE COURSE (ESO)
Upon completion of this course, the student will be able to:

1. Identify and prioritize issues related to business.
2. Demonstrate proficiency in selected emphasis area.

GENERAL EDUCATION OUTCOMES (ESO)
Specify which general education outcomes, if any, are substantially addressed by the course. Numbers in parentheses identify the Expected Student Outcomes linked to the specific General Education Outcome.

Outcomes ESO

   C. Attributes of an Awareness of the Convergence of Knowledge
      2. Apply learned skills to real world interactions (1,2)
      3. Synthesize information to facilitate application (2)
PROGRAM-LEVEL OUTCOMES

CAREER AND TECHNICAL EDUCATION PROGRAM OUTCOMES
Specify which Career and Technical program outcomes, if any, are substantially addressed by the course by completing the “Career and Technical Education template” to show the relationship between course and program outcomes to assessment measures.

**AAS in Business – All Emphasis Areas**

Students will demonstrate the ability to practice and apply key concepts and principles within their chosen emphasis areas. Emphasis areas include:

i. Accounting (BSAD 290-A)
ii. Logistics (BSAD 290-B)
iii. Management (BSAD 290-C)
iv. Office Management (BSAD 290-D)
v. Retail Management (BSAD 290-E)
vi. Sales (BSAD 290-F)
vii. Small Business Management (BSAD 290-G)

CLASS-LEVEL ASSESSMENT MEASURES
Student accomplishment of expected student outcomes may be assessed using the following measures. (Identify which measures are used to assess which outcomes.)

Individual review of general knowledge skills in chosen emphasis area. (1,2)

Series of practice Quizzes. (1,2)

Capstone Assessment Test (1,2)
Individual instructors may order this outline as fits the needs of their individual courses. In addition, they may place more emphasis on some areas than on others. What is assured is that this particular list is covered in the course. Other topics may be added to a course as the instructor sees fit, and as time and interest allow. An *asterisk can be used to mark an item as optional.

Due to the nature of independent review, the instructor and student will design a timeframe and criteria for student guidance and instruction in this course.