Course Number Legend
- **Lower Division Courses** are listed with a 1 or a 2 prefix: 1xxx, 2xxx
- **Upper Division Courses** are listed with a 3 or a 4 prefix: 3xxx, 4xxx
- The last number in the course number indicates the number of credit hours earned for that class: xxx3 = 3 credit hours; xxx2 = 2 credit hours

Course Descriptions:
**Online Associate of Arts, Business emphasis only**

*The following courses will be taken in the following order for the online Associate of Arts, business emphasis degree. All other Associate of Arts may refer to the complete course catalog.*

**GNEN 1503 Composition I**
This course focuses on writing nonfiction prose suitable for selected audiences and gives students an opportunity to expand and improve on the different stages in the writing process: brainstorming for ideas, gather information, organizing and developing paragraphs, revising and editing.

**MGMT 1803 Introduction to Business**
A survey course that provides an economic background to evaluate the nature and scope of today's business environment. Emphasis is placed on social responsibility, ethical decisions, human relations, and other issues dealing with economic situations.

**GNCO 1703 Introduction to Human Communication**
This course includes the study of messages: the process of communication (verbal/nonverbal); analyzing your own communication messages; the impact of culture; and the contexts of interpersonal, group/team and public messages.

**MGMT 3303 Principles of Management**
A study of human relations and adjustments in the business organization. This course deals with problems such as proper placement of individuals on the job, methods of motivation, supervision, discipline, and promotion.

**GNPY 2513 Lifespan Development**
Students learn the major development research and theories from conception through the end of life. From a life cycle perspective the course examines the stages and tasks of development in light of physical, social, affective, and cognitive functions.

**MATH 1223 College Algebra**
This course involves a study of functions and properties of functions using modeling and analysis of data. The types of functions to be studied include linear, exponential, logarithmic, quadratic, power, polynomial and rational.

**GNHI 1303 U.S. History since 1877**
This survey course in U.S. history will explore the development of American society from the end of the Reconstruction period in 1877 to present. Topics include the era of Industrialization, Immigration, Reform Movements, Populism, Progressivism, the 20th century social and cultural trends, and foreign policy.
MKTG 3303 Principles of Marketing
A middle management (supervisory) approach to the study of marketing as it relates to the concepts of product, place, promotion and price.

ACCT 2803 Principles of Accounting I
Prerequisite: MATH 1223 College Algebra
A study of the language of business and how accounting communicates useful information through general-purpose financial statements to people outside the business entity.

MGMT 3003 Business Communication
A study of written and oral communication skills required in the business world. Emphasis is placed on writing skills including letters, memos, and reports. Also included are opportunities for oral presentations and resume writing.

ACCT 2903 Principles of Accounting II
Prerequisite Course: ACCT 2803 Principles of Accounting I
The continued study of basic accounting concepts with emphasis placed on specific accounting information needed by management to support day-to-day and long-term operations.

GNSC 1203 Principles of Biology
A study of structure and function at the cell, organism, population, and community levels. Designed to meet the needs of the general education student or other non-majors interested in biology.

BLIT 1003 Discovering the Bible
A general education course that unfolds the biblical story of God’s salvation, covering both the Old Testament and New Testament. This course explores the literature of the Bible, the roots of Christianity in ancient Israel, the gospel of Jesus Christ, and the ethical and cultural demands inherent in Christian scriptures.

MGMT 2603 Computer Applications in Business
Introduction to computers as a tool for business including fundamental concepts of information literacy and technology literacy. The course will pay specific attention to use of business application software including word processing, spreadsheets, graphics, presentations and electronic communications.

PHED 1202 Techniques for Lifetime Fitness
The purpose of this course is to introduce students to a variety of physical fitness activities. Students are introduced to wellness related concepts and activities for the purpose of gaining knowledge and skills necessary to develop a personal lifelong fitness program.

MGMT 3103 Business Law I
The study of the legal environment of business with an overview of the general nature of law, the legal system, and the collection of laws that influence the behavior and conduct of commercial activity.

GNFA 1103 Introduction to Fine Arts
An introduction to the study of masterpieces in music and fine art from early Greek to modern times. Painting, sculpture, architecture and music are covered from each historical period of art.
ECON 2703 Principles of Microeconomics  
**Prerequisite Course:** MATH 1223 College Algebra
This course emphasizes the way economic problems are solved by individual economic units such as consumers, farms, and industries.

THEO 2003 Christian Beliefs  
**Prerequisite Course:** BLIT 1004 Discovering the Bible
A general course which helps the student in understanding the historic beliefs of the Christian faith, as well as the role of these beliefs in contemporary society.

ECON 2503 Principles of Macroeconomics  
**Prerequisite Course:** MATH 1223 College Algebra
A course that studies the allocation of scarce resources in a competitive free enterprise environment. Emphasis is placed on the ways economic problems should be solved by society.