AAS: Business Computer Systems and Management
2021-2022

The Business Computer Systems and Management program is designed for students interested in immediate employment or enhancing current career skills. The program is designed for students interested in a business management background with an opportunity to concentrate on utilizing the computer in managerial decision making. Careers exist in administration, management, sales, marketing, or technology departments of a business or organization. This degree combines essential knowledge of business and advanced technology skills using the latest computer technology and software programs. The courses from this program are delivered in the classroom and/or online.

The Associate of Science in Business Computer Systems and Management is designed to articulate to:

- Minnesota State University Moorhead **-** B.S. in Operations Management
- Minnesota State University Moorhead - B.S. in Project Management

Program Courses - Business Foundation

Course No.	Course Title	Credits
ACCT2111	Financial Accounting	4
BUS2200	Principles of Management	3
CIS1101	Business Computer Systems I	3
CIS1220	Decision Making Excel	3
CIS1260	Business Communications and Technology	3
CIS1310	The Whole Internet	3
CIS1700	Project Management Software Tools	3

Program Electives

Course No.	Course Title	Credits
Program Electives - 18 credits:		
ACCT2112	Managerial Accounting *or*	4
BUS1100	Introduction to Business *or*	3
BUS2600	Principles of Marketing *or*	3
CIS1000	Computer and Keyboarding Essentials *or*	3
CIS1102	Business Computer Systems II *or*	3
CIS1200	Word Processing *or*	3
CIS1210	Desktop Publishing *or*	3
CIS1230	Business Presentations: PowerPoint *or*	3
CIS1240	Information Management: Access *or*	3
CIS1250	Photoshop Essentials for Business *or*	3
CIS1400	Windows Operating Systems *or*	3
CIS1990	Topic: *or*	Variable
CIS2010	CIS Internship *or*	3
CIS2310	Introduction to E-Commerce	3

Subtotal

General Education Courses

Course No.	Course Title	Credits
COMM1110	Principles of Interpersonal Communication	3
ECON1070	Microeconomics	3
College Writing I:		
ENGL1200	Gateway College Writing *or*	4
ENGL1201	College Writing I	4
Math 1140 or Math 1150 - 1 course:		
MATH1140	Finite Mathematics *or*	3
MATH1150	College Algebra	3

MnTC Electives

Subtotal

Course No.	Course Title	Credits
MnTC Electives - 7 credits		

15 Credits must be earned at NHCC:
2.00 overall GPA for NHCC courses

Total Credit Required 60
Degree Requirements
overall GPA for NHCC courses
Program Accreditation
Accreditation Council for Business Schools and Programs, 11520 West 119th Street, Overland Park, KS 66123
Program Outcomes
Knowledge of Human Cultures and the Physical and Natural World, focused by:
- Effective use of up-to-date technology and computer applications.
- Develop management and business principles, advanced technical and communication skills along with critical, independent and creative problem solving skills.

Intellectual and Practical Skills, focused by:
- Competent use of digital resources to access and evaluate information using current technology to perform basic businesstasks.
- Demonstrate global thinking, working in teams, applying knowledge and focusing on hands-on real world situations.
- Develop team work, and critical and creative thinking practices to become more effective, efficient and productive.

Personal and Social Responsibility and Engagement, focused by:
- Collaborate as a member of a team solving diverse and complex problems common in businesstoday.
- Develop ethical practices in using technology.

Integrative and Applied Learning, including:
- Integrate computer technology as it relates to a career in variety of business career pathways.

Upon completion of the program the student will be prepared for entry level work in the business, computer, or management field. Courses in this degree may transfer to four-year colleges. Consult with an advisor for further information.
Career Opportunities
Information on careers, including salary and employment outlook data, is available on the iseek and Bureau of Labor Statistics websites: https://careerwise.minnstate.edu/careers/ and www.bls.gov.
Transfer Information
If you are planning on transferring to another institution, follow the guidelines available on our transfer resources web page to help you plan the process: Transfer Information
Degree Information
The Associate in Applied Science (A.A.S.) degree is intended for those students who plan to use the competence gained through their degree for immediate employment or enhancing current career skills. The A.A.S. degree includes a minimum of 20 semester credits in general education selected from at least three of the ten goal areas of the Minnesota Transfer Curriculum (MnTC). The MnTC courses within the A.A.S. programs transfer to any Minnesota State College or University.
Many of the A.A.S. degree programs have articulation agreements with four-year institutions for transfer of the program. A student shall:
Earn a minimum of 60-71 semester credits as required in the program with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
Earn a minimum of 15 semester credits at North Hennepin Community College.Earn 20 credits in at least 3 MnTC goal areas
Completion of an A.A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).
Developmental Courses
Some students may need preparatory course(s) in Math and/or English. Courses numbered below 1000 will not apply toward a degree.
Equal Opportunity Employer and Disability Access Information
North Hennepin Community College is a member of Minnesota State Colleges and Universities system and an equal opportunity employer and educator. This document is available in alternative formats to individuals with disabilities by calling 763-493-0555 or through the Minnesota Relay Service at 1-800-627-3529.
Accreditation
North Hennepin Community College is accredited by the: Higher Learning Commission30 N. LaSalle Street, Suite 2400
Chicago, IL 60602-2504
1-800-621-7440
overall GPA for NHCC courses