

## **MGT - MANAGEMENT (MGT)**

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### **MGT 101 Principles of Management 3 SHC**

This course is a study of management theories, emphasizing the management functions of planning, decision-making, organizing, leading, and controlling.

Prerequisites: RDG 100, RWR 100, or appropriate placement test scores.

Lecture Hours: 3

Lab/Clinical Hours: 0

### **MGT 120 Small Business Management 3 SHC**

This course is a study of small business management and organization, forms of ownership, and the process of starting a new business.

Prerequisites: RDG 100, RWR 100, or appropriate placement test scores.

Lecture Hours: 3

Lab/Clinical Hours: 0

### **MGT 150 Fundamentals of Supervision 3 SHC**

This course is a study of supervisory principles and techniques required to effectively manage human resources in an organization. First-line management is emphasized.

Prerequisites: RDG 100, RWR 100, or appropriate placement test scores.

Lecture Hours: 3

Lab/Clinical Hours: 0

### **MGT 201 Human Resource Management 3 SHC**

This course is a study of personnel administration functions within a business organization. Major areas of study include job analysis; recruitment, selection and assessment of personnel; and wage, salary and benefit administration.

Prerequisites: RDG 100, RWR 100, or appropriate placement test scores.

Lecture Hours: 3

Lab/Clinical Hours: 0

### **MGT 240 Management Decision Making 3 SHC**

This course is a study of various structured approaches to managerial decision making. Students will complete a WorkKeys assessment test as part of the course requirements and should complete this course during the student's last semester before graduation.

Prerequisites: MGT 101 and ACC 101.

Lecture Hours: 3

Lab/Clinical Hours: 0