

2012-2013

MINOR IN BUSINESS EDUCATION
PROGRAM OF STUDY

Minor Code: 407/13.1303
Department of Curriculum and Instruction

Contact: Dr. Herb Brown
brownhf@appstate.edu

The Minor in Business Education consists of the following courses:

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| I. | <u>REQUIRED COURSES:</u> | 12 SH |
| | BE 3340 Business Communications (3) | |
| | BE 3380 Information Systems for Business and Education Professionals (3) | |
| | BE 4510 Office Management (3) | |
| | BE 4650 Computer Applications for Business and Education Professionals (3) | |
| II. | <u>ELECTIVES (Select 6 SH from the following):</u> | 6 SH |
| | BE 4550 Network Administration for Business and Education Professionals (3) | |
| | BE 4660 Classroom Management and Assessment Practicum in Secondary Education (3) | |
| | BE 4755 Methods and Materials in Business and Marketing Education (4) | |
| | CIS 1026 Personal Computing Effectiveness (3) | |
| | CIS 2050 Foundations of Information Systems (3) | |
| | CIS 3250 Systems Analysis and Design (3) | |
| | Other electives may be chosen with the advice and approval of the Business Education Coordinator. | |
| III. | <u>TOTAL HOURS REQUIRED FOR MINOR:</u> | 18 SH |