

BUSINESS TECHNOLOGY

The **Associate of Applied Science in Business Technology** Program prepares students for positions in business and industry by immersing them in business practice, theory, and technology. Students will leave the program ready for positions that require proficiency in office technology and administrative best practices.

The Student Learning Outcomes for this program are:

- a. Students demonstrate the ability to gather relevant information from multiple sources and evaluate data from various sources and disciplines within business studies.
- b. Students demonstrate and apply basic ethical strategies for effectively managing and operating a business.
- c. Students demonstrate the ability to work in teams.
- d. Students apply verbal and presentation skills using appropriate technology while demonstrating the ability to properly use business terminology.

Available Concentrations in Business Technology:

- Accounting
- Business Administration
- Entrepreneurship
- Hotel, Restaurant, and Tourism Administration

Certificates of Applied Science in Business Technology:

- Business Technology

Career and Technical Certificate in Business Technology:

- Hotel, Restaurant, and Tourism Administration

Certificates and Degrees

- Accounting Concentration, Associate of Applied Science
- Business Administration Concentration, Associate of Applied Science
- Entrepreneurship Concentration, Associate of Applied Science
- Hotel, Restaurant, and Tourism Concentration, Associate of Applied Science
- Business Technology, Certificate of Applied Science
- Hotel, Restaurant, and Tourism Admin, Career and Technical Certificate