

BANA 130

Essential Business Computing

3 Credit Hours

Pre/Corequisite: P (RQ) MATH-132 or MATH-135 or high school weighted G.P.A. of 3.5 or higher

This course is an introduction to Business Computations. It covers practical business math procedures. The course covers many topics that are necessary for running a business. Some of these main topics include: banking, markups and markdowns, payroll, loans, insurance, and inventory.

these concepts in a project-based team environment using MS Project. This course will discuss project feasibility, justification, and scheduling using work breakdown structures (WBS), Critical Path Methods and PERT, project budgeting/costing and performance evaluation.

BANA 251

Software for Business Analytics

3 Credit Hours

Pre/Corequisite: P (RQ) MATH-135

This course is an introductory course in software and methods for business analysis. The course focuses on using Microsoft Office Excel to answer business questions. Students will also practice effective written communication of technical information. Diligent students will be prepared to take the Microsoft Office Specialist Exams certifying knowledge of Excel.

BANA 320

Service Operations Management

3 Credit Hours

Pre/Corequisite: P (RQ) BANA 130 MATH-132 or MATH-135

This course explores the dimensions of successful service firms. It prepares students for management careers and entrepreneurial opportunities. Students learn how to operate service organizations such as retail outlets, food & beverage, healthcare and so forth.

BANA 350

Business Analytics

3 Credit Hours

Pre/Corequisite: P (RQ) MATH-135, BANA-251

The course is an introduction to Business Analytics. It covers managerial statistical tools in descriptive analytics and predictive analytics, including regression. Other topics covered include forecasting, risk analysis, simulation and data mining, and decision analysis. This course provides students with the fundamental concepts and tools needed to understand the emerging role of business analytics in organizations and shows students how to apply basic business analytics tools in a spreadsheet environment, and how to communicate with analytics professionals to effectively use and interpret analytic models and results for making better business decisions. Emphasis is placed on applications, concepts and interpretation of results, rather than theory and calculation. Students use computer software packages for data analysis.

BANA 351

Introduction to Project Management

3 Credit Hours

Project management is designed to prepare new or aspiring project managers to oversee complex projects from the initial planning stages while balancing competing demands of time, cost and quality. The course will focus on industry-standard processes approved to help successfully manage any type of project regardless of scope or industry. Students will practice