

**BACHELOR OF BUSINESS ADMINISTRATION
2010/11 COURSE WORKSHEET FOR FULL-TIME BBA STUDENTS**

Check with your Faculty Advisor for possible variations & course prerequisites

Units 1-5 - Required and Elective Courses – Recommended Year 1		
Busi 1112	Introduction to Business Administration	½ unit
Busi 2221	Introductory Accounting I	½ unit
Busi 2222	Introductory Accounting II	½ unit
Econ 1101	Introduction to Microeconomics	½ unit
Econ 1102	Introduction to Macroeconomics	½ unit
Busi 2214	Organizational Behaviour: Individuals in Organizations_ (was Busi 2212)	½ unit
Busi 2230	Principles of Marketing	½ unit
Arts and Science Elective (any level)		½ unit
Arts and Science Elective (any level)		½ unit
Humanities Elective - includes Busi/Rels 2250 or courses in Cultural Studies, English, French, History, Library, Linguistics, Philosophy, Religious Studies, Spanish and Writing(only courses with a WRIT prefix)		½ unit

If you are considering an accounting major or concentration, it is recommended that you take Busi 3325 and Busi 3326 as your business electives in Year 2.

Units 6-10 - Required and Elective Courses – Recommended Year 2		
Busi 3320	Managerial Accounting	½ unit
Busi 2215	Organizational Behaviour: Groups, structure and culture (was Busi 2213)	½ unit
Busi 2231	Applied Marketing	½ unit
Math 2208	Introduction to Probability and Statistics I	½ unit
Math 2209	Introduction to Probability and Statistics II	½ unit
Busi 2259	Legal Aspects of Business	½ unit
Business/Tourism/Economics Elective		½ unit
Business/Tourism/Economics Elective		½ unit
Arts and Science Elective (2000 level or above)		½ unit
Arts and Science Elective (any level)		½ unit

Units 11-15 - Non-Co-op (All Concentrations) Required and Elective Courses - Recommended Year 3		
Busi 2255	Introduction to Information Systems in Organizations	½ unit
Busi 3308	Production and Operations Management	½ unit
Busi 3360	Finance I	½ unit
Busi 3361	Finance II	½ unit
Business/Tourism/Economics Elective		½ unit
Business/Tourism/Economics Elective		½ unit
Business/Tourism/Economics Elective		½ unit
Arts and Science Elective (2000 level or above)		½ unit
Arts and Science Elective (2000 level or above)		½ unit
Free Elective		½ unit

Units 16-20 - Non-Co-op (All Concentrations) Required and Elective Courses - Recommended Year 4		
Busi 3311	Small Business Management	½ unit
OR Busi 3312	International Business Management	
Busi 4400	Business Policy	½ unit
Business/Tourism/Economics Elective		½ unit
Business/Tourism/Economics Elective		½ unit
Business/Tourism/Economics Elective		½ unit
Arts & Science Elective (2000 level or above)		½ unit
Free Elective		½ unit
Free Elective		½ unit
Free Elective		½ unit
Free Elective		½ unit

NOTE: The MSVU Academic Calendar states that “although advice is readily available on request, the responsibility of selecting the appropriate courses for graduation rests ultimately with the student”.

(See over for a description of a minor, concentration and a major)

Faculty Signature

Student Signature

Date

BUSINESS/TOURISM/ECONOMIC ELECTIVES

A **MAJOR** consists of six units (12 courses) in one of the following areas (including introductory courses in the area): **accounting, management and marketing**. Busi 1112, Introduction to Business Administration, and Busi 4400, Business Policy may count among the six units for the major. **Students who wish to graduate with a major must apply to the Registrar's Office and achieve a GPA of 2.0 in eight units of required coursework including the six units required for the major. At least one unit of the major in accounting and management must be at the 4000 level.**

A **CONCENTRATION** consists of four units (eight courses) of course work in one of the following areas: **accounting, economics, management, marketing, tourism and hospitality management**. Students must take a combination of required and elective courses from those listed below to complete a concentration. **Students who wish to graduate with a concentration must apply to the Registrar's Office and achieve a GPA of 2.0 in eight units of required coursework including the four units required for the concentration.** A concentration in Tourism & Hospitality Management includes THMT 1101, 1116, 2216, 3321 plus 2 units of THMT electives as follows: 1 unit at the 2000 level or above and 1 unit at the 4000 level.

A **MINOR** in Business Administration consists of three units (six courses) in one of the following areas: **accounting, management marketing or finance**. A minor requires completion of three units of coursework in the area of the minor as follows: **Accounting:** Busi 2221, Busi 2222, either Busi 3325 or Busi 3326, and 1½ units of accounting electives - **Finance:** Busi 3360, 3361 and 2 units of finance electives - **Management:** Busi 2214, 2215 and 2 units of management electives, one unit of which must be above the 3000 level. **Marketing:** Busi 2230, 2231, 3331, and 1.5 units of marketing electives.

Accounting

Busi 2221, Intro Accounting I
Busi 2222, Intro Accounting II
Busi 3320, Managerial Accounting
Busi 3324, Taxation
Busi 3325, Intermediate Accounting: Assets
Busi 3326, Intermediate Accounting: Equities
Busi 3343, Auditing
Busi 4415, Management Information Systems
Busi 4423, Adv. Financial Accounting I
Busi 4424, Adv. Financial Accounting II
Busi 4425, Cost Accounting
Busi 4426, Advanced Cost Accounting and Internal Control
Busi 4427, Advanced Taxation
Busi 4428, Accounting Theory
Busi 4465, Financial Statement Analysis

Finance

Busi 2060, Personal Finance
Busi 2263, Canadian Securities Course
Busi 3324 Taxation
Busi 3360, Finance I
Busi 3361, Finance II
Busi 4461, Real Estate Investments
Busi 4464, International Finance
Busi 4465, Financial Statement Analysis
Busi 4466, Financial Markets Investments
Econ 2311, International Trade
Econ 3305, Money and Banking

Economics

Econ 1101 Intro to Microeconomics
Econ 1102 Intro to Macroeconomics

And three additional units

Marketing

Busi/Thmt 2202, Communications Management
Busi 2230, Principles of Marketing
Busi 2231, Applied Marketing
**Busi 3331, Consumer Behaviour*
Busi 3332, Retailing Management
Busi 3333, Advertising
Busi 3334, Sales Management
Busi 3336, Direct Marketing
Busi 3337, Services Marketing
Busi 3338, Not-for-Profit Marketing
**Busi 4430, Marketing Research*
Busi 4432, International Marketing
Busi 4433, Marketing Issues Seminar
**Busi 4434, Marketing Strategy*
Pbrl 1010, Foundations of Public Relations
***required for a concentration or a major**

Management

Busi/Thmt 2202, Communications Management
Busi 2214, Organizational Behaviour: Individuals
Busi 2215, Organizational Behaviour: Groups
Busi 3306, Gov't Admin. & Policy Making
Busi 3308, Production & Operations Mgmt
Busi 3311, Small Business Management
Busi 3312, International Business Mgmt
Busi 3313, Human Resource Management
Busi 3314, Labour Relations
Busi 3316, Organizational Topics
Busi 4407, Managing Diversity
Busi 4410, Small Business Consultancy
Busi 4412, Values in a Business Society
Busi 4415, Management Information Systems
Busi 4416, Management Topics
Busi 4417, Recruitment and Selection
Busi 4419, International Human Resource Mgt.
Busi 4446, New Venture Creation
Thmt 2225, Design Management
Thmt 3321, Facility Management
Thmt 3323, Event & Meeting Management

Tourism and Hospitality Management

*Thmt 1101, Intro to Tourism & Hospitality
*Thmt 1116, Principles of Food Prod. & Service
Thmt 2201, Alternate Forms of Tourism
Thmt 2202, Communications Management
Thmt 2205, Geography for Tourism & Business
*Thmt 2216, Restaurant & Food Service Mgt
Thmt 2225, Design Management in Busi & Thmt
Thmt 3311, Small Business Management
Thmt 3312, Research Methods Seminar
Thmt 3316, Food Service Management
Thmt 3317, Beverage Management
*Thmt 3321, Facility Management
Thmt 3323, Event and Meeting Management
Thmt 3380, Tourism and Hospitality Study Tour
Thmt 4405, Destination Planning
Thmt 4406, Destination Development
Busi 4400, Business Policy
Thmt 4410, Small Business Consultancy
Thmt 4411, Catering Tech. & Systems
Thmt 4421, Accommodations & Leisure Operations
Thmt 4440, Special topics in Hosp. Mgmt

***required for a concentration in Tourism & Hospitality Management**