

## BETTER BUSINESS UNDERSTANDING

Students entering the workforce and incumbent employees desiring content knowledge or promotion will benefit from this program. Entrepreneurial students who do not plan on transferring and want to start their own businesses will also benefit from the basic foundation achieved from this curriculum.

### YOU WILL LEARN:

- *Manage company resources: capital, human and materials.*
- *Collect, analyze, record and interpret financial information.*
- *Strategically manage: plan, organize, lead and control.*
- *Communicate in the business environment: written, verbal, presentations, and working in teams.*



VENTURA COLLEGE

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# VENTURA COLLEGE

## BUSINESS



## SET YOUR COURSE



## BUSINESS PROGRAM AT VENTURA COLLEGE

The Business Program provides a comprehensive curriculum that covers the fundamental principles of business, accounting, management, business law and communication within organizations. Critical thinking, social responsibility, and the global economy are emphasized.

Degrees, certificates and proficiency awards prepare students for a variety of jobs and industries:

- *Students at the start of a career are prepared for entry-level positions and students with job experience are prepared for promotion and management positions*
- *Students seeking to start their own business are prepared with foundational information and knowledge required for entrepreneurship*
- *Students transferring to a baccalaureate program complete classes in a transfer-model curriculum (courses accepted by transferring institutions)*

Career areas for the business program include, but are not limited to, accounting, management, administration, and entrepreneurship.



## BUSINESS FUNDAMENTALS

- Concepts of organization design
- Management functions and skill sets
- Organizational diversity and performance in a global climate
- Legal environment, ethical and social considerations, financial systems, and economic factors that affect business operations
- Construct effective business documents
- Deliver oral presentations using presentations software
- Work effectively in teams
- Use databases and other resources to research, analyze and integrate quantitative and qualitative data.

## ABOUT THE DEGREES

The degrees offered prepare students with the basic skills necessary to succeed in a variety of business applications.

The Associate in Science in Business Administration for Transfer Degree is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing the degree are guaranteed admission to the CSU system, but not to a particular campus or major.

With this degree students may transfer to a CSU campus to complete a bachelor's degree in business, business administration, entrepreneurship, sustainable business, management, marketing, accounting, economics, finance or related fields.

## OTHER BUSINESS DEGREES, CERTIFICATES AND AWARDS

### ASSOCIATE IN SCIENCE DEGREES

- Accounting
- Business Management
- Supervision

### CERTIFICATES OF ACHIEVEMENT

- Accounting
- Administrative Assistant
- Business Management
- Supervision

### PROFICIENCY AWARD

- Bookkeeping
- Reception Skills



*For more information about degrees and certificates, consult the Ventura College Catalog, available in print or on-line.*

