Ventura College	**Department: Business, page 1** For each course, use an x to identify the core competencies that are given a major emphasis and are measured.	BUS V01A	BUS V01B	B US V02	BUS V03	BUS V04	BUS V06	BUS V07A	BUS V07B	BUS V08	BUS V11	BUS V12	BUS V14	BUS V18A	BUS V18B	BUS V18C	BUS V25	BUS V26A	BUS V27A-B	BUS V28A-B
Communication	1.1 Read, retain, and apply published ideas	x	x		x	x	x			x	x	x		x	x	x	x			
	1.2 Write clearly and accurately												x	x	x	x		x		
	1.3 Speak clearly in formal and informal settings																			x
	1.4 Demonstrate active listening skills / effective interpersonal communication																			x
	1.5 Employ vocabulary of the subject studied							x	x					x	x	x	x	x	x	
	1.5 Become proficient in a second language																		x	
Information Competency	2.1 Recognize need for information; clarify the question to be answered			x			x										x			x
	2.2 Differentiate between major and minor arguments or ideas																			
	2.3 Find and interpret relevant information				x															
	2.4 Evaluate authority and bias of information																			
	2.5 Utilize data to draw conclusions or to create new information	x	x		x	x		x	x											
	2.6 Document sources of information																			
	2.7 Use technology to acquire and process information					x		x	x	x	x	x						x		
Critical Thinking	3.1 Evaluate own beliefs, biases, and assumptions																			
	3.2 Evaluate strengths, weaknesses, and fallacies of logic												x							
	3.3 Apply lessons from the past or learned knowledge to new situations						x			x	x	x								
	3.4 Apply principles of scientific reasoning to solve problems																			
	3.5 Approach problems by choosing from variety of mathematical techniques						x	x	x	x										
	3.6 Defend a logical hypothesis to explain observed phenomenon																			
	3.7 Recognize a problem; devise and implement a plan of action	x	x		x	x		x		x										
Creative Expression	4.1 Express one's self creatively or solve problems in an original way																			
	4.2 Collaborate to perform the work of others or to create original work																			
	4.3 Apply feedback to improve performance																			
	4.4 Evaluate diverse artistic works																			
Civic Responsibility	5.1 Demonstrate knowledge of current events and social issues																			
	5.2 Work effectively as a leader or participant in group settings																			
	5.3 Assume civic, political, or social responsibilities									x										
	5.4 Identify personal convictions and explore options for putting into practice																			
	5.5 Accept responsibility for own actions																			
	5.6 Demonstrate respect for diversity of ideas and the rights of others										x	x								
	5.7 Exhibit personal, professional, and academic honesty						x													
	5.8 Display behavior consistent with ethical standards within a discipline			x																
Social Interaction & Life Skills	6.1 Work as an effective member of a team																		x	
	6.2 Demonstrate etiquette in face-to-face and written communications																			
	6.3 Use language as appropriate to the situation																		x	
	6.4 Utilize conflict resolution skills when appropriate																			
	6.5 Demonstrate the ability to give and receive constructive feedback																			
	6.6 Apply time management skills to complete a task									x	x	x								
	6.7 Develop stress management skills or other skills to maintain health																			

Ventura College	**Department: Business, page 2** For each course, use an x to identify the core competencies that are given a major emphasis and are measured.	BUS V29	BUS V30	BUS V31	BUS V32	BUS V33	BUS V34	BUS V38	BUS V40	BUS V41	BUS V42	BUV V43	BUS V44	BUV V44A	BUS V44B	BUS V45	BUS V47A	BUS V47B	BUS V50	BUS V53
Communication	1.1 Read, retain, and apply published ideas	■				■				■	■		■	■	■	■			■	■
	1.2 Write clearly and accurately					■				■			■			■				
	1.3 Speak clearly in formal and informal settings															■				
	1.4 Demonstrate active listening skills / effective interpersonal communication															■				
	1.5 Employ vocabulary of the subject studied	■			■	■		■		■	■		■	■	■		■	■	■	■
	1.5 Become proficient in a second language									■										
Information Competency	2.1 Recognize need for information; clarify the question to be answered	■	■			■		■	■	■							■	■		■
	2.2 Differentiate between major and minor arguments or ideas									■										
	2.3 Find and interpret relevant information					■				■									■	■
	2.4 Evaluate authority and bias of information																		■	
	2.5 Utilize data to draw conclusions or to create new information		■		■		■	■	■		■						■	■	■	■
	2.6 Document sources of information									■	■			■	■					
	2.7 Use technology to acquire and process information								■	■	■			■	■		■	■	■	■
Critical Thinking	3.1 Evaluate own beliefs, biases, and assumptions			■	■							■								
	3.2 Evaluate strengths, weaknesses, and fallacies of logic																			
	3.3 Apply lessons from the past or learned knowledge to new situations									■										
	3.4 Apply principles of scientific reasoning to solve problems								■											
	3.5 Approach problems by choosing from variety of mathematical techniques								■	■										
	3.6 Defend a logical hypothesis to explain observed phenomenon																			
	3.7 Recognize a problem; devise and implement a plan of action			■			■			■									■	
Creative Expression	4.1 Express one's self creatively or solve problems in an original way									■										
	4.2 Collaborate to perform the work of others or to create original work									■										
	4.3 Apply feedback to improve performance																			
	4.4 Evaluate diverse artistic works									■										
Civic Responsibility	5.1 Demonstrate knowledge of current events and social issues	■											■							
	5.2 Work effectively as a leader or participant in group settings		■			■	■													
	5.3 Assume civic, political, or social responsibilities																			
	5.4 Identify personal convictions and explore options for putting into practice												■							
	5.5 Accept responsibility for own actions																			
	5.6 Demonstrate respect for diversity of ideas and the rights of others																			
	5.7 Exhibit personal, professional, and academic honesty																			
	5.8 Display behavior consistent with ethical standards within a discipline																			
Social Interaction & Life Skills	6.1 Work as an effective member of a team							■												
	6.2 Demonstrate etiquette in face-to-face and written communications																			
	6.3 Use language as appropriate to the situation																			
	6.4 Utilize conflict resolution skills when appropriate				■															
	6.5 Demonstrate the ability to give and receive constructive feedback																			
	6.6 Apply time management skills to complete a task									■	■				■		■	■		
	6.7 Develop stress management skills or other skills to maintain health																			

Ventura College	**Department: Business, page 3** For each course, use an x to identify the core competencies that are given a major emphasis and are measured.	BUS V55A	BUS V55B	BUS V56A	BUS V56B	BUS V70	BUS V71A	BUS V71B	BUS V71C	BUS V73	BUS V76A	BUS V76B	BUS V77A	BUS V77B	BUS V80A	BUS V80B	BUS V94	BUS V97	BUS V98	BUS V99A-D
Communication	1.1 Read, retain, and apply published ideas	x	x	x	x	x	x	x	x	x										
	1.2 Write clearly and accurately							x	x	x							x		x	x
	1.3 Speak clearly in formal and informal settings																x		x	
	1.4 Demonstrate active listening skills / effective interpersonal communication																x	x	x	
	1.5 Employ vocabulary of the subject studied	x	x			x	x	x	x	x	x	x	x	x		x	x		x	x
	1.5 Become proficient in a second language								x						x	x				
Information Competency	2.1 Recognize need for information; clarify the question to be answered			x	x	x	x	x	x				x	x			x		x	
	2.2 Differentiate between major and minor arguments or ideas			x	x				x											
	2.3 Find and interpret relevant information			x	x	x	x	x	x											
	2.4 Evaluate authority and bias of information							x												
	2.5 Utilize data to draw conclusions or to create new information							x	x		x	x	x	x						
	2.6 Document sources of information	x	x				x	x	x								x			
	2.7 Use technology to acquire and process information	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Critical Thinking	3.1 Evaluate own beliefs, biases, and assumptions																			
	3.2 Evaluate strengths, weaknesses, and fallacies of logic																			
	3.3 Apply lessons from the past or learned knowledge to new situations																			
	3.4 Apply principles of scientific reasoning to solve problems																			
	3.5 Approach problems by choosing from variety of mathematical techniques										x		x							
	3.6 Defend a logical hypothesis to explain observed phenomenon																			
	3.7 Recognize a problem; devise and implement a plan of action																x		x	
Creative Expression	4.1 Express one's self creatively or solve problems in an original way			x	x				x	x										
	4.2 Collaborate to perform the work of others or to create original work																			
	4.3 Apply feedback to improve performance																			
	4.4 Evaluate diverse artistic works			x	x				x	x										
Civic Responsibility	5.1 Demonstrate knowledge of current events and social issues																			
	5.2 Work effectively as a leader or participant in group settings																			
	5.3 Assume civic, political, or social responsibilities																			
	5.4 Identify personal convictions and explore options for putting into practice																			
	5.5 Accept responsibility for own actions																			
	5.6 Demonstrate respect for diversity of ideas and the rights of others																x		x	
	5.7 Exhibit personal, professional, and academic honesty																x	x		
	5.8 Display behavior consistent with ethical standards within a discipline																	x		
Social Interaction & Life Skills	6.1 Work as an effective member of a team																			
	6.2 Demonstrate etiquette in face-to-face and written communications															x				
	6.3 Use language as appropriate to the situation			x	x										x					
	6.4 Utilize conflict resolution skills when appropriate															x				
	6.5 Demonstrate the ability to give and receive constructive feedback																			
	6.6 Apply time management skills to complete a task			x	x								x	x		x	x		x	x
	6.7 Develop stress management skills or other skills to maintain health																			