Central Ohio Technical College
Plan of Study
2009-2010 Academic Year

Name:	
COTC Student ID#:	
Advisor:	

Datatel Department Code	**BMTHR**
COTC Major Number	**001016**
OBR Subjectcode	**521001**

Plan of Study for the Associate of Applied Business Degree in

Business Management Technology

Human Resource Management Option

1. Courses listed on this Plan of Study may have prerequisites; please see the Course Description Section on the COTC Web Page (COTC Current Students Tab).
2. P = This Course has a Portfolio Requirement
3. I = This Course Offered Via the Internet
4. PF = Portfolio Final

Quarter 1				***Quarter 2***				***Quarter 3***			
ACC-2113	Principles of Accounting - Financial	5.00		BMT-2022	Principles of Marketing	4.00		BMS-2903	Introduction to Networking	1.00	
BMT-2014	Principles of Business	4.00	I/P	BMT-2074	Business Law Today	5.00	I/P	BMT-2464	Personal Computer Applications in Business	4.00	P
BMT-2021	Principles of Management	4.00	I/P	COM-1536	Composition II	4.00	I				I
CMP-1601	Principles of Computing	1.00	I		Non Technical Elective Mathematics	5.00		BMT-2876	Introduction to Human Resource Management	4.00	I
COM-1535	Composition I	4.00	i								
								COM-1534	Effective Communications	4.00	
								DMD-3836	Mass Media Communications	3.00	I
	Total	18.00			***Total***	18.00			***Total***	15.00	
Quarter 4				***Quarter 5***				***Quarter 6***			
BMT-2071	Team Building	4.00	I/P	BMT-2025	Microeconomics	4.00	I	BMT-2860	Personnel Interviewing	3.00	I
BMT-2470	Organizational Ethics	3.00	I	BMT-2481	Salesmanship	3.00	I	BMT-2875	Training & Development	2.00	I/P
BMT-2850	Employee Relations	4.00		BMT-2846	Compensation & Benefits	4.00	I/P	BMT-2994	Internship/Service Learning I	1.00	
BMT-2865	Customer Service	3.00	I/P	BMT-2856	Human Resource Law	3.00	I	MTH-1204	Business Mathematics	5.00	
BMT-2870	Health, Safety and Security	2.00	I	BMT-2995	Internship/Service Learning II	2.00			Non Technical Elective Lab Science	5.00	
	Total	16.00			***Total***	16.00			***Total***	16.00	

TOTAL CREDIT HOURS REQUIRED: 99.00

Non Technical Electives: Lab Science		
Total of 5 Credit Hours Required		
BIO-1730	Environmental Science	5.00
BIO-1740	General Biology	5.00
BIO-1745	Human Biology	5.00
CHM-1713	General, Organic, Biochemistry	6.00

Non Technical Electives: Mathematics		
Total of 5 Credit Hours Required		
MTH-1208	Elementary Statistics	5.00
MTH-1215	College Algebra	5.00

Technical Electives
No Technical Electives Required
No Technical Electives Required; However, ACC-2113 plus ACC-2114 together have been approved by the Ohio Board of Regents as meeting the Transfer Assurance Guide (TAG) course requirements. Students wishing to meet the Accounting TAG may choose to enroll in ACC-2114 to complete the Accounting TAG.