



Business Administration Management & Operations (BMA)

► Is this course right for you?

Do you like multitasking and organizing things? Do you enjoy being a leader on a project? Do you like using technology to present your ideas? If these things sound like you, then this is the course for you.

Credits // Certification

- 4th Related Math Credit
- Visual Performing & Applied Arts Credit
- College Credit (Articulation):
Baker College, Davenport University,
Ferris State University, Kalamazoo Valley
Community College

Eligibility // Prerequisites

- none

Career Data // Jobs

administrative assistant,
compliance manager, director of
human resources, entrepreneur,
general manager, office manager,
project manager, quality control
analyst, training and development
specialist, VP of operations

For salary information go to:
<http://snipurl.com/salaryinfo>

“Thank you. The business skills you taught in my class over ten years ago I still use today.”

- Erica Garrett, Alumna



Business Administration Management & Operations (BMA)

Business, Management, Marketing & Technology Pathway

This course provides students with a solid foundation of business skills, knowledge and understanding that are necessary for success in a global society. Topics include human resources, operations and quality management, communications, business management and leadership, project management, business ethics, international business, employability skills, career exploration and more.

Students will utilize information technology and software applications to complete business projects and share ideas. Students will learn to solve business problems that occur in the working environment. This exciting business class prepares students for employment and for the pursuit of a business degree after high school.