

# Industry Sector: Business/Management

Pathway: Business Administration - Organizational Behavior – Certificate



## California Sample Program of Study

Level	Grade	English Language Arts	Math	Social Studies	Science	Career Technical Education Course	Other Required Courses or Recommended Electives		Sample Occupations relating to this pathway (Including SOC Code)	
SECONDARY	9	English	Math	Social Science	Science		Physical Education		Occupations requiring a high school diploma <ul style="list-style-type: none"> <li>➢ Food Service Managers</li> <li>➢ Records Management</li> <li>➢ Property Grounds Management</li> </ul> Occupations requiring some post-secondary <ul style="list-style-type: none"> <li>➢ Gaming Manager</li> <li>➢ Supervisor</li> <li>➢ Data Management</li> </ul>	
	10	English	Math	World History	Science		Physical Education	Visual/Performing Arts or Foreign Language		
	11	English		US History						
	12	English (Recommended)		Civics and American Government						
(High School courses listed above are the Minimum State requirements)									Occupations requiring a 2 year Degree <ul style="list-style-type: none"> <li>➢ Construction Management</li> <li>➢ Operations Managers</li> <li>➢ Accounts Managers</li> <li>➢ Project Manager</li> </ul> Industry recognized certifications, licenses, credentials or apprenticeships related to this pathway. <ul style="list-style-type: none"> <li>➢ None</li> </ul>	
POSTSECONDARY	<b>Certificate of Achievement Suggested Course Sequence for Completion in One Year</b>									
	13	Fall				Spring				
		<b>BUSAD 20</b> Principles of Business (3)				<b>BUSAD 24</b> Human Relations in Organizations (3)				
	14	<b>BUSAD 40</b> Principles of Management (3)				<b>BUSAD 29 or CCTIS 29</b> Project Management (3)				
		<b>MGMT 110</b> Communication in the Workplace (.5)				<b>MGMT 113</b> Attitude in the Workplace (.5)				
	<b>MGMT 111</b> Customer Service (.5)				<b>MGMT 115</b> Time Management (.5)					
	<b>MGMT 112</b> Team Building (.5)				<b>MGMT 116</b> Stress Management in the Workplace (.5)					
	<b>MGMT 114</b> Values and Ethics in the Workplace (.5)				<b>MGMT 117</b> Conflict Management (.5)					
	<b>MGMT 120</b> Generational Diversity: Managing Cross-Generational Teams (.5)				<b>MGMT 118</b> Decision Making in the Workplace (.5)					
					<b>MGMT 119</b> Managing Organizational Change (.5)					