



INTRODUCTION TO STARTING A SMALL BUSINESS – CERTIFICATE OF COMPLETION

The Introduction to Starting a Small Business program provides students with the essential skills and workforce preparation to start and manage a small business. The curriculum also prepares students for a pathway to credit business programs. Students gain knowledge in fundamentals of starting a small business, workplace diversity, business management, financing and business plan development.

A Certificate of Completion will be awarded upon successful completion of all required courses.

Total Hours: 72

Program Outcomes

- Demonstrate knowledge of a small business operations and procedures.
- Define and explain the major management functions of a small business.
- Identify the costs required for small business startup.
- Demonstrate steps of effective business plan preparation.

Required Courses

| Code | Title | Units |
|-----------|----------------------------------|-------|
| BUSN 4001 | STARTING A SMALL BUSINESS | 0 |
| BUSN 4002 | MANAGING A SMALL BUSINESS | 0 |
| BUSN 4003 | FINANCING A SMALL BUSINESS | 0 |
| BUSN 4004 | DEVELOPING A SMALL BUSINESS PLAN | 0 |