

# Business, Management, and Marketing

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## Overview

The Fast Forward Business, Management, and Marketing (CIP 52) pathway has seven Associate Degree opportunities through Bossier Parish Community College, Central Louisiana Community College, Delgado Community College, Louisiana Delta Community College, River Parish Community College, and SOWELA Technical Community College.

This pathway prepares students with a focus on the general study of business, including the processes of interchanging goods and services (buying, selling, and producing), business organization, and accounting as used in profit-making and nonprofit public and private institutions and agencies. The pathway may prepare students to apply business principles and techniques in various occupational settings.

## Guidance Overview

This guidance is meant to help school systems and parents navigate the opportunities to complete an Associate Degree in high school. School systems should verify information with the post-secondary institution to ensure students are enrolled in the appropriate college classes to earn the associates degree.

This guidance includes:

- [Post-Secondary Degree Paths](#) details all courses required for the Applied Associate Degree. The Applied Associate Degree has limited general education courses and is primarily designed to prepare students for immediate employment or career entry.
- [Secondary Courses not included in the Post-Secondary Program of Study](#) detail all courses the student must take prior to or in tandem with the college courses to meet secondary graduation requirements. Typically, these are courses students are scheduled to take in grades 9 and 10.
- [Capstone Credentials](#) details all Industry Based Certifications a student can receive to complete the Applied Associate Degree. Students working towards a Jump Start Diploma must complete at least one capstone credential to graduate.
- [High School Transcription](#) details the LDOE course code a counselor should use to transcribe the college courses that do not have a dedicated LDOE course code.

## Post-Secondary Degree Paths Approved by BESE for Fast Forward

- **Bossier Parish Community College:**  
[Associate of Applied Science: Business Administration](#)
- **Central Louisiana Community Technical College:**  
[Associate of Applied Science: Business Office Administration-General Office Concentration](#)  
[Associate of Applied Science: Business Office Administration-Medical](#)
- **Delgado Community College:**  
[Associate of Science: Business Administration](#)
- **Louisiana Delta Community College:**  
[Associate of Applied Science: Business Office Administration](#)
- **River Parish Community College:**  
[Associate of Applied Science: Business Administration](#)
- **SOWELA Technical Community College:**  
[Associate of Applied Science: Business Administration-Concentration Hospitality Management](#)



# Post-Secondary Degree Paths

## Bossier Parish Community College: Associate of Applied Science: Business Administration

Post-Secondary Course Name	Post-Secondary Course Code	Dedicated Secondary Course Name	Dedicated Secondary Course Code
Composition and Rhetoric I	ENGL 101	English III: DE - CENL 1013 English Composition I	120601
College Algebra	MATH 102	Algebra III: DE - CMAT 1213 College Algebra	160500
Composition and Rhetoric II	ENGL 102	English IV: DE - CENL 1023 English Composition II	120607
Principles of Macroeconomics	BADM 201	Economics: DE - CECN 2213 Macroeconomics	220608
Principles of Microeconomics	BADM 202	Economics: DE - CECN 2223 Microeconomics	220609
Elements of Biology I	BLGY 105	Biology II: DE - CBIO 1013 General Biology I	150323
American History II	HIST 202	US History: DE - CHIS 2023 American History II	220408
General Business Admin	BADM 105		
Intro Financial Accounting	ACCT 205		
Computer Concepts	CTEC 100		
Introduction Managerial Accounting	ACCT 206		
Public Speaking	SPCH 110		
Principles of Management	BADM 212		
Principles of Marketing	BADM 214		
Introduction to Sociology	SLGY 201		
Organizational Behavior	BADM 217		
Human Resource Management	BADM 213		
Finance	BADM 108		
Business Law	BADM 215		
Business Communication	BADM 220		

# Post-Secondary Degree Paths

## Central Louisiana Community College: Associate of Applied Science: Business Office Administration-Medical

Post-Secondary Course Name	Post-Secondary Course Code	Dedicated Secondary Course Name	Dedicated Secondary Course Code
English Composition I	ENGL 1010	English IV: DE - CENL 1013 English Composition I	120606
Business Mathematics	BUSM 1050		
Customer Service	CSRV 1000		
Freshman Seminar	ORNT 1000		
Computer Literacy & Applications	CPTR 1002		
Introduction to Business	BUSI 1030		
Office Procedures	OSYS 2530		
Business English	BUSE 1030		
Keyboarding	KYBD 1010		
Records and Information Management	BUSO 1100		
Medical Office Terminology	BOTH 1300		
Word Processing	ISYS 1440		
Business Communications	BUSE 1045		
Math Elective	TBD by Course Selected		
Admin. Procedures for Medical Offices	BOTH 1210		
ICD Coding	BOTH 1240		
CPT/HCPSC Coding	BOTH 1250		
Behavioral/Social Science Elective	TBD by Course Selected		
Humanities Elective	TBD by Course Selected		
General Body Structure	BOTH 1120		
Intro to Financial Accounting	ACCT 2100		
Medical Office Transcription	BOTH 2110		
Insurance Billing	BOTH 1230		
Job Seeking Skills	JOBS 2450		
Natural Science Elective	TBD by Course Selected		

# Post-Secondary Degree Paths

## Delgado Community College: Associate of Science: Business Administration

Post-Secondary Course Name	Post-Secondary Course Code	Dedicated Secondary Course Name	Dedicated Secondary Course Code
English Composition I	ENGL 101	English III: DE - CENL 1013 English Composition I	120601
College Algebra	MATH 130	Algebra III: DE - CMAT 1213 College Algebra	160500
Western Civilization	HIST 101	Western Civ: DE - CHIS 1013 Western Civilization I	220446
English Composition II	ENGL 102	English IV: DE - CENL 1023 English Composition II	120607
Microeconomics	ECON 202	Economics: DE - CECN 2223 Microeconomics	220609
Macroeconomics	ECON 201	Economics: DE - CECN 2213 Macroeconomics	220608
Intro to Business	BUSG 129		
Business Computer Applications	BUSG 224		
Principles of Management	MANG 201		
Principles of Marketing	MARK 201		
Introduction Statistics	MATH 203		
Natural Science Elective	TBD by Course Selected		
Intro to Financial Accounting	ACCT 205		
Business Communication	BUSG 240		
Legal Environment of Business	BUSL 250		
Project Management or Foundation of Strategic Management	MANG 275 or MANG 276		
Approved Elective	TBD by Course Selected		

# Post-Secondary Degree Paths

## Louisiana Delta Community College: Associate of Applied Science: Business Office Administration

Post-Secondary Course Name	Post-Secondary Course Code	Dedicated Secondary Course Name	Dedicated Secondary Course Code
Composition and Rhetoric I	ENGL 101	English III: DE - CENL 1013 English Composition I	120601
College Algebra	MATH 110	Algebra III: DE - CMAT 1213 College Algebra	160500
Western Civilization to 1650 A.D. or History of the United States 1492-1877	HIST 101 or HIST 201	Western Civ: DE - CHIS 1013 Civilization I or US History: DE - CHIS 2013 American History I	220446 or 220407
General Biology I	BIOL 101	Biology II: DE - C BIO 1013 General Biology I	150323
Business English	BUSE 1030		
Business Math	BUSM 1050		
Freshman Seminar	ORNT 1000		
Computer Literacy and Applications	CPTR 1002		
Business Communication	BUSE 1045		
Word Processing	ISYS 1440		
Introduction Database Management	CPTR 1310		
Principles of Accounting Part I	ACCT 1100		
Principles of Accounting Part II	ACCT 1200		
Spreadsheets	CPTR 1320		
Records Management	OSYS 1100		
Office Procedures	OSYS 2530		
Introduction to Formatting	KYBD 1111		
Desktop Publishing	ISYS 1650		
Computerized Accounting	ACCT 1500		
Job Seeking Skills	JOBS 2540		

# Post-Secondary Degree Paths

## River Parish Community College: Associate of Applied Science: Business Administration

Post-Secondary Course Name	Post-Secondary Course Code	Dedicated Secondary Course Name	Dedicated Secondary Course Code
English Composition I	ENGL 1010	English III: DE - CENL 1013 English Composition I	120601
English Composition II	ENGL 1020	English IV: DE - CENL 1023 English Composition II	120607
College Algebra	MATH 1100	Algebra III: DE - CMAT 1213 College Algebra	160500
Introduction to Statistics	MATH 2140	Probability & Statistics: DE - CMAT 1303 Introductory Statistics	160356
Macroeconomics	ECON 2010	Economics: DE - CECN 2213 Macroeconomics	220608
Microeconomics	ECON 2020	Economics: DE - CECN 2223 Microeconomics	220609
Introduction to Business	BUSN 1100		
Financial Accounting	ACCT 2010		
Business Elective	TBD by Course Selected		
Techniques of Speech	SPCH 1200		
Introduction to Computer Technology	CSCI 1010		
Personal Finance	BUSN 1330		
Computer Applications	CSCI 2010		
Managerial Accounting	ACCT 2020		
Legal Environment of Business	BUSN 2200		
Intermediate Accounting or Tax Accounting	ACCT 2210 or ACCT 2613		
Professional Communication	ENGL 2300		
Natural or Physical Science: Choose 1 TOPS Required BIOL, CHEM, PHSC, or PHYS	TBD by Course Selected		
Art Elective: Choose 1 from Intro to Visual, Music Appreciation, or Intro to Theater	TBD by Cours Selected		

# Post-Secondary Degree Paths

## SOWELA Technical Community College: Associate of Applied Science: Business Administration Concentration Hospitality Management

Post-Secondary Course Name	Post-Secondary Course Code	Dedicated Secondary Course Name	Dedicated Secondary Course Code
English Composition	ENGL 1010	English III: DE - CENL 1013 English Composition I	120601
College Algebra	MATH 1100	Algebra III: DE - CMAT 1213 College Algebra	160500
English II	ENGL 1020	English IV: DE - CENL 1023 English Composition II	120607
Microeconomics	ECON 2020	Economics: DE - CECN 2223 Microeconomics	220609
General Biology II	BIOL 1020	Biology II: DE - C BIO 1023 General Biology II	150325
Introduction to Psychology	PSYC 2010	Psychology: DE - CPSY 2013 Introduction to Psychology	225011
Fundamentals of Accounting	ACCT 1110		
Introduction to Software Application or Application or Application Basics	ITEC 1000 or OADM 1150		
Introduction to Business	BUSI 1030		
Customer Service	OADM 1000		
Principles of Management	BUSI 2310		
Principles of Marketing	BUSI 2320		
Hospitality Management	HOSP 1000		
Legal Environment of Business	BUSI 2010		
Business Ethics	BUSI 2330		
Sanitation and Safety	CULN 1133		
Resort Operations	HOSP 1010		
Food & Beverage Operations	CULN 2433		
Sociology	SOCL 2010		
Internship	BUSI 2995		



## Secondary Courses - Grades 9-10

Completing the post-secondary sequence of courses will provide the student with most graduation requirements. The below set of courses would need to be completed on the high school campus.

TOPS University	
Core Academic Requirements	LDOE Course Code
English I	120331
English II	120332
English III	120333
Algebra I	160321
Algebra II	160322
Geometry	160323
Financial Literacy	160345
Biology	150301
Civics	220501/220504
U.S. History	220403
Physical Education I	190105
½ Physical Education II	190106
½ Health Education	190500
Art	TBD by course selected
Foreign Language I	TBD by course selected
Foreign Language II	TBD by course selected

Jump Start	
Core Academic Requirements	LDOE Course Code
English I	120331
English II	120332
Algebra I	160321
Financial Literacy	160345
Geometry	160323
Biology	150301
Civics	220501/220504
Physical Education I	190105
½ Physical Education II	190106
½ Health Education	190500

## Capstone Credentials

In order to graduate, Jump Start students must earn at least one credential from the options below.

Emerging	Basic	Advanced	Fast Forward
Career and Technical Certificate (LCTCS)	Certificate of Technical Studies (LCTCS)	Technical Diploma (LCTCS)	Associate of Applied Science
Louisiana Micro-Enterprise (MEC)			Associate of General Studies
Microsoft Office Specialist: Access, Word, PowerPoint, and Excel			Associate of Science

## High School Transcript

The below courses should be used for college courses without a dedicated secondary course code.

Secondary Course Name	Secondary Course Code	Maximum Carnegie Units
Fast Forward Business 1	890400	4
Fast Forward Business 2	890401	4
Fast Forward Business 3	890402	4
Fast Forward Business 4	890403	4
Fast Forward Business 5	890404	4
Fast Forward Business 6	890405	4
Fast Forward Business 7	890406	4
Fast Forward Business 8	890407	4