

MANAGEMENT WHAT IS MANAGEMENT?

Managers focus on four main areas of business.

- **Planning:** Define goals, establish strategy, and coordinate activities among others.
- **Organizing:** Determine what needs to be done, how it will be done, and who will do it.
- **Leading:** Direct and motivate all involved parties and resolve conflicts.
- **Controlling:** Monitor activities to ensure they're being accomplished as planned.

Managers with strong leadership skills are constantly in demand in all industries. Whether you manage a small office, a large department, or even run your own business, you will command a much larger salary than the subordinates that you lead.

Managers fulfill many roles and positions. Companies need people throughout their organizations. There is a constant need of entry-level managers such as shift managers, office managers and store managers. These positions often lead to more challenging and higher paying roles, such as regional managers and top executives.



Your Career in BUSINESS MANAGEMENT Starts Here!

Ready to move from the cubicle to the corner office? Whether you're looking to start a business career or improve your current job outlook, a management degree or certificate can prepare you for success in almost every area of the economy.

The Certificate of Completion (CCL) and Associates Degree (AAS) in Management are designed to provide you with the skills and knowledge needed for an entry-level position in business management.



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MANAGEMENT CERTIFICATE AND DEGREE



**YOUR FUTURE IN
MANAGEMENT
STARTS HERE!**



MANAGEMENT CERTIFICATE AND DEGREE

Scottsdale Community College (SCC), accredited by the Higher Learning Commission, offers the Certificate (CCL) and Associates of Applied Science Degree (AAS) in Management. The program is designed to provide skills for management careers. Students completing this program are better equipped to apply competencies needed for successful performance in management occupations in manufacturing, wholesaling, retailing, and service industries, for example. The CCL in Management leads seamlessly into the AAS Degree.



WHY MANAGEMENT AT SCC?

- Complete the certificate in as little as one semester.
- Fast and focused, 8-week online courses are available to fit your busy lifestyle.
- Take the courses 100% online, if you choose.
- Learn from instructors with real world business experience.

CERTIFICATE (CCL)

COURSE	DESCRIPTION
ACC111 Accounting Principles I (3 credits)	Examines the fundamental theory of accounting principles and procedures.
BPC110 Computer Usage and Applications (3 credits) - OR - CIS105 Survey of Computer Information Systems (3 credits)	Provides an introduction to business and personal computer operations and usage. Overview of computer technology, concepts, terminology, and the role of computers in business and society.
GBS151 Introduction to Business (3 credits)	Examines characteristics and activities of current business trends including marketing, management, and finance.
GBS205 Legal, Ethical, and Regulatory Issues (3 credits)	Legal theories, ethical issues, and regulatory climate affecting business policies and decisions.
MGT229 Management and Leadership I (3 credits)	Covers management concepts and applications for business, industry, and government organizations.
MGT251 Human Relations in Business (3 credits)	Analysis of motivation, leadership, communications, and other human factors or cultural differences that may create conflict and affect morale individually and within organizations.
18 credits total	

CAREER OUTLOOK

Overall employment in management occupations is projected to grow 8 percent from 2021 to 2031, faster than the average for all occupations; this increase is expected to result in about 883,900 new jobs over the decade. In addition to new jobs from growth, opportunities arise from the need to replace workers who leave their occupations permanently. About 1.1 million openings each year, on average, are projected to come from growth and replacement needs.

The median annual wage for this group was \$102,450 in May 2021, which was the highest of all the major occupational groups and more than the median annual wage for all occupations of \$45,760.

Some entry-level job titles include:

- Shift Manager
- Store Manager
- Front-line Manager
- Management Trainee
- Assistant Manager

Source: <https://www.bls.gov/>

Take Your **MANAGEMENT** skills to the **NEXT LEVEL!**

CONTACT US TODAY

Wanting to take a class? Earn a certificate or pursue a degree? We can help you discover the knowledge and skills to improve your career and your life.

Contact us today to learn more.

BUSINESS SCHOOL

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