

Bossier Parish Community College
Master Syllabus

Course Prefix and Number: BADM 105

Credit Hours: 3-3-0

Course Title: General Business Administration

Course Prerequisites: None

Textbook: NICKELS, Connect 3P Inclusive Access 1 Semester Online Access for Understanding Business. 12th ed. (2019). McGraw-Hill. ISBN: 9781265578831

Course Description: A survey of business, introducing the major operations of a business, including organization, marketing, finance, management and production. The course also examines the economic, social, and political environment of business and prepares the student for further collegiate education in business.

Learning Outcomes:

At the end of this course, the student will:

- A. define the purpose of business in a capitalistic environment;
- B. display knowledge of how a business is formed, operated, and managed, and;
- C. demonstrate mastery of business terminology.

To achieve the learning outcomes, the student will:

(The letter designations at the end of each statement refer to the learning outcome(s).)

1. define the constructive force that business plays (A), (B);
2. identified the key terms in the economics of business (A), (B);
3. demonstrated a knowledge of business concepts and terms (A), (B), (C);

Course Requirements:

- To pass the course, student must achieve a course average of 70% or above.
- Students must have access to a computer (not mobile device), Microsoft Office, and the Internet to complete the assignments. Computer, software, and the Internet are available to students on campus during scheduled computer lab times and in the Learning Commons located in the BPCC Library.
- Students are required to use BPCC's LMS and are encouraged to use the BPCC Library to research topics and employment opportunities.

Course Grading Scale:

- A = 90 - 100
- B = 80 - 89
- C = 70 - 79
- D = 60 - 69
- F = 0 - 59

Attendance Policy:

Each student is expected to attend class regularly; excessive unexcused absences constitute grounds for suspension. Refer to the student handbook for [Attendance Policy](#).

Course Fees: This course is accompanied with an additional non-refundable fee for supplemental materials, laboratory supplies, software licenses, certification exams and/or clinical fees.

Nondiscrimination Statement: Bossier Parish Community College does not discriminate on the basis of race, color, national origin, gender, age, religion, qualified disability, marital status, veteran's status, or sexual orientation in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of its operations. Bossier Parish Community College does not discriminate in its hiring or employment practices.

COORDINATOR FOR SECTION 504 AND ADA

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Equity/Compliance Coordinator

Teri Bashara, Director of Human Resources Human Resources Office, A-105

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