BUSINESS MANAGEMENT (CAREER FOCUSED BS)

Program Overview
Bachelor of Science Degree

The Career-Focused Bachelor of Science degree program in Business Management is designed to prepare motivated students for their careers in two short years. This results-oriented program has fewer credits than traditional programs and focuses on workplace-ready skills. The career-focused program is designed with liberal arts outcomes embedded within the context of courses in the major, highlighting the importance of soft skills in technology-focused careers. Career-focused programs are closely aligned with market needs, providing students with a robust framework for both academic and professional success. These innovative programs will not only provide graduates with a skillset that is in demand but will also reduce the cost of their education and the time to enter their chosen career.

NEIT's reduced credit Career Focused programs will be sufficient to meet admission requirements for NEIT's master's degree programs. However, other institutions may not accept NEIT's reduced credit Career Focused program as an undergraduate credential sufficient for admission. It is critical that students confirm specific   requirements with their institution of choice.

The Career-Focused BS program in Business Management emphasizes a blend of technical, analytical and people skills. Students practice these workplace skills, which integrate theory and best practices across business functions, while maintaining a focus on emerging technologies and interpersonal communication.

All business management courses are offered fully on-ground and fully online, allowing students to complete coursework in a flexible, HyFlex format that aligns with their schedules. This model integrates live online conferencing with asynchronous learning options, providing students the ability to engage in courses in real-time or at their own pace. Conversely, all 100- and 200-level humanities courses must be taken in person, ensuring a structured, interactive classroom experience. This approach maintains a strong foundation in essential humanities subjects while offering flexibility in upper-level coursework.

The program provides education and hands-on training in management and leadership, accounting, finance, marketing, operations, entrepreneurship, and project management. Students foster the skills of working collaboratively, presenting information effectively, simulating negotiations, developing customer relationships and sales, and supervising employees. Students become comfortable adapting to innovative technology and remaining at the forefront of change in rapidly evolving business ecosystems. An emphasis on technical skills, such as data analysis that identifies opportunities for continuous improvement and organizational change. Students develop an entrepreneurial mindset needed to start and manage a small business or initiate change at large organizations.

Graduates of the Career-Focused Business Management program may be qualified to work in positions such as business analyst, accounting or operations analyst, project manager, department supervisor, marketing analyst, customer service manager, or business owner.

Curriculum

Course	Title	Quarter Credit Hours
Term I		
MGM 105	Effective Teams and Projects	3
MGM 108	Introduction to Business	4
MGM 111	Workplace Technology	3
EN 100	Introduction to College Writing	4
	Quarter Credit Hours	**14**
Term II		
MGM 133	Principles of Management	4
MGM 134	Business Communication	4
MGM 135	Business Analysis with Spreadsheets	4
MA 200	Applied Math for Business	4
	Quarter Credit Hours	**16**
Term III		
MGM 130	Accounting Fundamentals	4
MGM 210	Marketing Communications	4
MGM 241	AI in the Workplace	4
MA 300	Statistics	4
	Quarter Credit Hours	**16**
Intersession 1		
SS 236	Small Business and the Law	4
Elective	100-200 Level Humanities Core	4
	Quarter Credit Hours	**8**
Term IV		
MGM 233	Planning Your Financial Future	4
MGM 243	Career Development	4
MGM 258	Management Simulation	4
MGM 270	Business Accounting	4
	Quarter Credit Hours	**16**
Term V		
MGM 288	Project Planning	4
MGM 313	Human Resource Management	4
MGM 330	Managerial Accounting	3
Choose one of the following:		4
MGM 277	Leadership in Action	
MGM 296	Associate Internship	
	Quarter Credit Hours	**15**
Term VI		
MGM 320	Business Presentations	4
MGM 333	Organizational Behavior	4
MGM 336	Data Analysis with Spreadsheets	4
EN 322	Advanced Career Writing for Digital Media	4
	Quarter Credit Hours	**16**
Term VII		
MGM 332	Customer Relations and Sales	4
MGM 414	Insurance and Risk Management	4
MGM 426	Operations Management	4
MGM 450	Career Leadership	4
	Quarter Credit Hours	**16**

Intersession 2

HU 315	Cultural Competence in the Workplace	4
SS 350	Everything is a Negotiation	4
	Quarter Credit Hours	**8**

Term VIII

MGM 346	Project Management	4
MGM 490	Strategic Management	4
SS 311	The Global Economy	4
Choose one of the following:		4
MGM 467	Entrepreneurship	
MGM 496	Bachelor Internship	
	Quarter Credit Hours	**16**
	Total Quarter Credit Hours	**141**

[1] Liberal Arts Core.

Legend

C = Number of lecture hours per week
L = Number of laboratory hours per week
T = Total Quarter Credit Hours where each lecture hour per week is one credit, every 2-4 laboratory hours are one credit depending on the expected amount of pre- or post-lab work.

Subject to change.

Program Mission, Goals, and Outcomes
Program Mission

The Career-Focused Business Management (MGT BS) Program is designed to empower students to develop the managerial knowledge, interpersonal skills, and analytical tools to prepare for leadership roles. Graduates are prepared to thrive and make significant contributions to diverse organizations operating in dynamic environments.

Program Goals

1. Provide an intensive learning environment that enables students to rapidly acquire and apply technical, analytical, and soft skills, preparing them to become effective mid-level professionals in various organizational settings or successfully manage a small business.
2. Develop a wide range of communication tools that enable students to select communication channels that best fit audience and purpose in a clear and professional manner to leverage collaborative analysis and creative problem solving most effectively in a fast-paced business environment.
3. Instill within each student the mindset of a lifelong learner, fostering a commitment to professional growth and ethical decision-making that considers technical, environmental, and societal responsibilities.
4. Equip students with the ability to efficiently manage time, prioritize tasks, and apply learned skills in real-world business scenarios, ensuring they are prepared to excel in career-focused career pathways and competitive job markets.

Program Outcomes

Graduates of this program will be able to:

1. Communicate professionally through non-verbal, verbal, and written channels, utilizing the language of business effectively. Leverage AI-driven communication tools to enhance clarity, efficiency, and stakeholder relationships in a fast-paced, technology-driven environment.
2. Develop and employ advanced interpersonal and collaboration skills, utilizing project management and communication platforms to improve teamwork, efficiency, productivity, and organizational culture in career-focused business settings.
3. Apply critical thinking and AI-assisted data analytics to interpret complex business scenarios, make evidence-based decisions, and respond effectively to rapidly evolving industry challenges with speed and precision.
4. Use best management practices to plan, organize, and control organizational resources efficiently and effectively. Integrate AI-driven tools for workflow automation, predictive analytics, and strategic planning to enhance productivity and support business objectives.
5. Advocate for and apply ethical, legal, and socially responsible decision-making in diverse, multicultural environments, considering the implications of AI, automation, and emerging technologies on business ethics and global citizenship.
6. Invest in continuous professional development, embracing learning platforms and leadership strategies to enhance personal, managerial, and leadership skills. Drive innovation and add value to organizations, customers, and society by staying ahead in an evolving digital economy.

Q&A and Technical Standards
Questions and Answers

1. When do my classes meet?
Day Classes: Technical classes normally meet for at least three hours a day for up to five days a week. Classes normally begin in the early morning (7:45 a.m.), late morning (usually 11:25 a.m.), or mid-afternoon. A technical time slot may vary from term to term.

Evening Classes: Technical classes meet on the average of three nights a week, although there may be times when they will meet four nights a week. Classes normally begin at 5:45 p.m.

In addition, to achieve your bachelor's degree, you will take a total nine liberal arts courses, which will be scheduled around your program schedule over the course of your entire program. Each liberal arts course meets approximately four hours per week. Liberal arts courses are offered days, evenings, Saturdays, and online.

To provide greater flexibility and accessibility, all business management courses will be offered in a HyFlex format. This model allows students to choose between attending classes in person, participating in live virtual sessions, or completing coursework asynchronously online. By implementing HyFlex, students can tailor their learning experience to better accommodate their schedules, learning preferences, and personal commitments while ensuring they receive a high-quality education.

At the beginning of each term you will receive a detailed schedule giving the exact time and location of all your classes. The university requires that all students be prepared to take classes and receive services at any of NEIT's locations where the appropriate classes and services are offered.

When a regularly scheduled class falls on a day which is an NEIT observed holiday (Martin Luther King Jr. Day, President's Day, Memorial Day, Juneteenth, Labor Day, Columbus Day and Veteran's Day), an alternate class will be scheduled as a make up for that class. The make

up class may fall on a Friday. It is the student's responsibility to take note of when and where classes are offered.

2. How large will my classes be?
The average size for a class is about 20 to 25 students; however, larger and smaller classes occur from time to time.

3. How much time will I spend in lab?
Almost half of your technical courses consist of laboratory work. In order for you to get the most out of your laboratory experiences, you will first receive a thorough explanation of the theory behind your lab work.

4. Where do my classes meet?
Students should be prepared to attend classes at any of NEIT's classroom facilities: either at the Post Road, Access Road, or East Greenwich campuses.

5. How long should it take me to complete my program?
To complete your degree requirements in the shortest possible time, you should take the courses outlined in the prescribed curriculum. For a typical eight-term curriculum, a student may complete the requirements in as little as 24 months as long as you take classes in both intersessions. The Intersession is a special five-week term scheduled between Spring and Summer Terms.

6. Is NEIT accredited?
NEIT is accredited by the New England Commission of Higher Education (NECHE). Accreditation by NECHE is recognized by the federal government and entitles NEIT to participate in federal financial aid programs. Some academic departments have specialized professional accreditations in addition to accreditation by NECHE. For more information on accreditation, see NEIT's catalog.

7. What are the admissions criteria to this program?
To be considered for admission to this program, you must provide/meet the following requirements:
· Transcripts from high school or prior college coursework
· A minimum high school GPA of 3.0 or a college GPA of 2.5 (B- or higher for all English and math courses).
· An Accuplacer entrance exam for students with a GED and those 24 and older with no college achieving a reading score of 236 or higher, a writing score of 14 or higher and a math score of 244 or higher.

8. Can I transfer the credits that I earn at NEIT to another college?
The transferability of a course is always up to the institution to which the student is transferring.

9. Can I transfer credits earned at another college to NEIT?
Transfer credit for appropriate courses taken at an accredited institution will be considered for courses in which the student has earned a "C" or above. An official transcript from the other institution must be received before the end of the first week of the term for transfer credit to be granted for courses to be taken during that term.

10. Can I switch to a traditional bachelor's program after being enrolled in the career-focused bachelor's program?
Students enrolled in the Career-Focused Bachelor of Science degree program have the flexibility to transition to the traditional program at any point during their first two terms. After the second term, students who wish to shift to the traditional program will need to meet with their student advisor to develop a custom program.

11. Can I use this degree as an entrance requirement for a graduate degree at NEIT?

Graduates of the career-focused bachelor's program in Cyber Security may enroll in the master's program in Information Technology or the master's program in Cyber Security Defense if their undergraduate GPA is at least 2.5.

Graduates of the career-focused bachelor's program in Business Management may enroll in the master's program in Construction Management if their undergraduate GPA is at least 2.5.

12. What is the "Feinstein Enriching America" Program?
New England Institute of Technology is the proud recipient of a grant from the Feinstein Foundation. To satisfy the terms of the grant, the university has developed a one-credit community enrichment course which includes hands-on community enrichment projects. The course can be taken for a few hours per term, spread over several terms. Students who are already engaged in community enrichment on their own may be able to count that service towards course credit.

13. Are NEIT's career-focused baccalaureate programs eligible for federal financial aid?
NEIT's career-focused baccalaureate programs are eligible for Title IV federal financial aid. However, students who leave NEIT having completed a career-focused baccalaureate degree but later choose to return to NEIT or attend another institution to complete additional undergraduate credits, either to earn a Certificate of Post-Baccalaureate Studies or to earn a second baccalaureate degree, will not be eligible for federal grant aid and may have limited eligibility for other federal aid programs.

14. How many credits do I need to acquire my Financial Aid?
In order to be eligible for the maximum financial aid award, you need to maintain at least 12 credits per academic term.

15. What kind of employment assistance does NEIT offer?
The Career Services Office assists NEIT students and graduates in in all aspects of the job search, including resume writing, interviewing skills, and developing a job search strategy. Upon completion of their program, graduates may submit a resume to the Career Services Office to be circulated to employers for employment opportunities in their fields. Employers regularly contact us about our graduates. In addition, our Career Services Office contacts employers to develop job leads. A strong relationship with employers exists as a result of our training students to meet the needs of industry for over fifty years. No school can, and NEIT does not, guarantee to its graduates employment or a specific starting salary.

16. Where will job opportunities exist?
Graduates have obtained employment in the local area. However, one of the most exciting aspects of this program is the ability to look nationally for employment opportunities.

17. Where will job opportunities exist?
Graduates have obtained employment in the local area. However, one of the most exciting aspects of this program is the ability to look nationally and internationally for employment opportunities.

18. What kind of jobs will I be qualified for?
The following lists only a few of the positions for which a Business Management graduate may be qualified: customer, sales, or service associate/representative, operations supervisor, business analyst, accounting, receivable or payables clerk/analyst, executive assistant, office assistant/manager, and management trainee.

The position and the salary that the graduate commands are always dependent upon the graduate's past experience, his or her computer

skills, his or her success in academics at NEIT, his or her job search and interviewing skills, and his or her ability and willingness to comply with all employment requirements (e.g., any assessments, background checks, drug testing).

19. How important is attendance?

Recent data show that missing two or more class meetings of a course in a term often results in failing the course. Barring a serious emergency, you are expected to attend all classes. It is especially important to be at the first class, as course expectations and schedule are discussed. In courses which use learning teams, absences have an even greater impact. Except for serious emergencies, all absences should be communicated in advance to the professor and to any student team of which you are a member.

20. How much work will I have outside of class and lab time in my courses?

The design of our courses requires you to do work outside of class to be successful, including, but not limited to reading course texts and other materials, watching videos, completing homework assignments, completing major course projects, and team assignments. You will be expected to work outside of class in all classes every week. As a working student, whether full-time or part-time, consider carefully how you will complete this required work.

21. Will a degree in MGT make me a marketable employee?

Business Management provides a dynamic opportunity to start a career as a professional whose skills are always in demand in a variety of fields. Management is the most general major in business, which allows students to work in many areas of organizations – operations, customer service, sales, marketing, accounting and finance, human resources, technology.

22. Is there any state or federal licensing required in my field?

No license is required for any of the careers which you will be preparing to enter. The Business Management program is not designed to prepare a student for a specific licensure exam. A number of career/business area specific certificates exist which management students may pursue and obtain, such as project management, contract management, or human resource management, many of which require an AS or BS degree.

23. Do I need to have prior experience in order to get a job in business?

Not at all. Some employers value the fact that the graduate went to an accredited college and consider the time the graduate spent working on a degree as work experience. On the other hand, if you've had past experience, and your skills are top-notch, you can command a higher paying position.

24. Do opportunities for career advancement exist for MGT graduates?

Some students choose this program as a springboard into jobs with more responsibility, higher pay, and increased status. Either way you look at it, however, the promotions and the raises go first to the professional who has mastered skills in school and, most frequently, who possesses a college degree. Career advancement depends on whether you work full-time or part-time, and if graduates choose to work part-time, there are many part-time and temporary positions available.

25. Are there any professional behavior standards in the Business Management program?

Students are expected to exhibit professional behavior in all interactions and at all times. This will be assessed continually and will encompass not only grades but also adherence to class and laboratory protocol and process, attendance, participation and preparation for class, appearance, and ability to work in a team. Development of professional values and attitudes is inherent in the curriculum, and students will be expected to exhibit such behavior.

Technical Standards

These technical standards set forth by the Business Management Department establish the essential
qualities considered necessary for the students admitted to the program. The student must possess the
following skills and abilities or be able to demonstrate that they can complete the requirements of the
program with or without reasonable accommodation, using some other combination of skills and abilities.

Cognitive Ability

- to reason and think critically.
- to proofread and edit using standard proofreaders' marks.
- to learn and recall detailed information and to use it for problem solving.
- to perform tasks by observing demonstrations.
- to perform tasks by following written instructions.
- to perform tasks following verbal instructions.

Interpersonal and Communications Skills

- to speak in understandable English in a classroom situation, in a one-on-one interaction, as well as before a group.
- to express thoughts clearly through writing in legible penmanship (English).
- to actively and clearly communicate with faculty, staff, and students.
- to demonstrate the knowledge acquired during the classroom training process.
- to be able to work cooperatively and collaboratively on in-class and assignment/project teams/groups.

Adaptive Ability

- to remain calm in the face of computer lab equipment and/or software failure.
- to maintain emotional stability and demonstrate the maturity necessary to interact with other members of the faculty and students in a responsible manner.
- to follow instructions and complete tasks under stressful and demanding conditions.
- to adapt in a positive manner to new and changing situations with an open mind and flexibility.

Professionalism Skills

- to demonstrate professional and socially appropriate behavior, dress and grooming
- to be able to interact appropriately with others
- to work independently or as part of a group/team during class and lab time
- to maintain academic integrity in all courses
- to attend all class meetings and student team meetings and communicate in advance of absences that are not the result of serious emergency

Responsibility for Your Learning

- to actively use and be responsive to others through the learning management system (Canvas) and NEIT email
- to manage and complete both on-line and face-to-face assignments, and proactively seek assistance when needed
- to manage your course workload and your other life and paid-work responsibilities so that you have sufficient time to prepare for class, complete assignments, and be successful in the program
- to create a professional portfolio of sample work and projects, your resume, and other interview materials as you complete the program.

Physical Ability

- to possess ample hand-eye coordination in order to learn the skill of touch typing.
- to sit during regularly scheduled lab classes at a personal computer in order to learn and become proficient in several computer software packages.
- to participate in both group and individual lab activities in a professional and safe manner
- to perform learned skills, independently, with accuracy and completeness within reasonable time frames in accordance with classroom and business procedures.
- to read with or without corrective lenses.

Manual Ability

- to coordinate hands, eyes, and fingers in the operation of computers and business equipment.

Degree Progress Checklist

Checklist coming soon!