For each Associate and Bachelor level program, list the required courses comprising the program and identify the BTK areas covered in that course. A separate table is to be used for each program.

Enter I, R, and/or S to identify the coverage level within each course:

**I = Introduces**: The course introduces concepts related to an BTK area. Learning opportunities focus on basic knowledge and skills in that BTK area. It may be the case that several courses. in a curriculum introduce concepts related to a particular BTK area and lay the foundation for coverage in that area. It may also be the case that a given course may be designed to introduce concepts in several BTK areas.

**R = Reinforces**: The course strengthens, supports, and reinforces the development of the knowledge and skills in an BTK area further along in the curriculum. Foundational knowledge in the BTK area was previously introduced through other learning opportunities in the curriculum. As above, it may be the case that several courses in a curriculum reinforce concepts related to a BTK area and contribute to further coverage in that area. It may also be the case that a given course may be designed to reinforce concepts in several BTK areas.

**S = Synthesizes**: The course synthesizes concepts related to an BTK area and provides learning opportunities for integrating knowledge and skills in the area. Concepts in the BTK area had been previously introduced and reinforced through various learning opportunities in other courses in the curriculum. Again, it may be the case that several courses. in a curriculum synthesize concepts related to a particular BTK area and provide learning opportunities for integrating knowledge and skills in that area. It may also be the case that a given course may be designed to synthesize concepts in several BTK areas.

*NOTE: it is possible for a course to include more than one coverage level*

*It is possible that not all BTK areas are covered at all three coverage levels*

**KEY for BTK AREAS (column headers):**

* + 1. Major concepts in functional areas: accounting, finance, and marketing
    2. Decision-support tools in business decision making (DST)
    3. Effective oral and written forms of professional communication (COM)
    4. Data Analytics (DA) – including: emerging technologies for data analysis & management, data creation, data mining, data analysis, data transformation, data reporting, data sharing, and data storage
    5. Ethical obligations and responsibilities of business (ETH)
    6. Legal, social, and economic environments of business (LSE)
    7. Global environment of business (GLOB)
    8. Analytic/critical thinking to solve business problems (CT)
    9. Integrative Experience (INT), such as:

Strategic Management/Business Policy

Required Internship

Capstone Experience (an experience that enables a student to demonstrate the capacity to synthesize and apply knowledge in an organizational context, such as a simulation, project, comprehensive examination or course, etc.)

* + 1. Teamwork, Management, Leadership (TML)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| PROGRAM NAME: | | | |  |
| *BTK AREAS:*  *COURSE NAME* | A | | | B | C | D | E | F | G | H | I | J |
| Acct | Fin | Mktg | DST | COM | DA | ETH | LSE | GLOB | CT | INT | TML |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

Copy and add tables – one for each undergraduate program – as needed.