Eastern WV Community & Technical College
Master Course Record

Course Prefix and Number: BOS 278
Course Title: Business Operations Support Internship
Recommended Transcript Title (if over 40 characters)
Date Approved/Revised: 11-3-06; 9-7-17

Credit Hours: 3
Contact hours per week (Based on 15 week term): 3
    Lecture: 3
    Lab:

Prerequisite: Students should complete 75% of their programs before taking this course. **Corequisite:** None **Pre/Corequisite:** None
Grading Mode: Letter
Catalog Description: Specialized work and service consisting of training and practice in a business organization. Must have prior approval from the Division Chair for Business, Computer and Information Technology.

Course Outcomes:
  1. Process and receive communication
  2. Coordinate events and activities
  3. Design information materials
  4. Utilize software programs
  5. Assist in bookkeeping and billing

Implementation Cycle: Spring and Fall

Role in College Curriculum: (Check all that apply)
  General Education Core (Specify category)
Ξ **Technical Core** AAS BOS
  Restricted Elective (Specify Program)
  General Elective
  Workforce Education
  Other (Please specify)

Course Fee: None
Instructor's Qualifications: Master's Degree in Business or Master's Degree with 18 graduate hours in Business.
Expanded Course Description: Students should complete 75% of their programs before taking this course. Students should have permission of the Division Chair for Business, Computer and Information Technology to take this course.

Prepared by: Seyed Mirkhani / Division Chair for Business Computer and IT 7/12/2017

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Name, Title   Date

Approved Per LOT Minutes

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Dean, Academic and Student Services   Date