

BBA General Education Courses

CIS 101: Computer Fundamentals

Credit Hours: (2-2:3)

Prerequisite: None

This course offers students exposure to basic personal computer operation and commonly-used programs. Included is familiarization with and practical use of word processing, spreadsheet, database, presentation, and personal information management software.

ENG 101: English I

Credit Hours: (3-0:3)

Prerequisite: None

This course is designed to instruct college students in how to read academic texts with understanding and how to use them in a variety of disciplines. The rhetoric chapters teach critical reading, paraphrasing, summarizing, quoting, writing process, synthesizing, analyzing, researching, and developing arguments. The anthology balances journal articles with works by public intellectuals in the sciences, social sciences and humanities.

ENG 102: English II

Credit Hours: (3-0:3)

Prerequisite: ENG 101

This course prepares and familiarizes students with the principles of clear, concise writing in a technical environment for specific discourse communities. Technical writing conventions such as headings, illustrations, style, and tone in the writing of a variety of letters, emails and reports will be considered.

ENV 201: Environmental Science

Credit Hours: (3-0:3)

Prerequisite: None

This interdisciplinary approach to our world emphasizes the history of environmental concerns, species interaction (both with each other and their environment), air, water, soil and biological resources, population dynamics, toxicology, energy sources, land use management, and other related topics. Basic principles of science are incorporated throughout the course.

HUM 101: Critical Thinking

Credit Hours: (3-0:3)

Prerequisite: None

This course explores the process of thinking critically and helps students think more clearly, insightfully, and effectively. Relevant examples drawn from student experiences and contemporary situations help students develop the abilities to solve problems, analyze issues, and make informed decisions in their academic, career, and personal lives. The course includes substantive readings, structured writing assignments, and ongoing discussions designed to help students develop language skills while fostering sophisticated thinking abilities.

MTH 101: College Mathematics

Credit Hours: (3-0:3)

Prerequisite: None

This course provides a sound, intuitive understanding of the basic concepts students need as they pursue careers in business, economics, plus life and social sciences. It includes a brief review of intermediate functions, graphs, algebra, equations and inequalities, exponential and logarithmic functions, linear and non-linear systems, graphing of conic sections, along with single variable calculus, which includes: limits, continuity, derivatives, and applications of derivatives as well as indefinite and definite integrals and some applications.

REL 201: Islamic Studies

Credit Hours: (3-0:3)

Prerequisite: None

This course introduces Islam as the universal civilization which contributes to the progress of human life, to counter and to reject all false accusations toward Islam and its components, to inculcate and enhance the high quality of virtue in the daily lives of Muslims, so that a comprehensive, balanced, and prosperous life can be achieved.

SOC 101: Introduction to Sociology

Credit Hours: (3-0:3)

Prerequisite: None

This course is an introduction to the study of people and their interaction with each other, the environment, and various social groups. Students develop awareness of the relationship between individual beliefs, attitudes, and behaviors, plus the greater society and culture. They will also learn how to apply sociological concepts to current issues that affect individuals, modern society, and the international community.

SSS 101: Study Skills

Credit Hours: (3-0:3)

Prerequisite: None

This course equips students with the study skills needed for success in their undergraduate studies. It is also useful for acquiring skills that can be used in their personal lives as well as in the workplace. Students learn several techniques they can use in the areas of communication, research practices, teamwork, computer literacy, creativity, critical thinking, presentation skills, and overall literacy.

UAE 201: UAE Studies

Credit Hours: (3-0:3)

Prerequisite: None

This course presents the foundations of United Arab Emirates society with special emphasis on the historical, social, economic, political, and cultural aspects.

BBA Core Courses

ACC 101: Accounting I

Credit Hours: (3-0:3)

Prerequisite: None

The significance of accounting and the challenges it presents. Extensive coverage and review of major concepts followed by practical exercises.

ACC 202: Managerial Accounting

Credit Hours: (3-0:3)

Prerequisite: ACC 101

The course will provide a study of the role of the management accountant in the preparation, analysis, and interpretation of accounting and financial data for business management purposes.

BUS 101: Introduction to Business

Credit Hours: (3-0:3)

Prerequisite: None

Provides first-year students with an understanding of business systems and guides them to the field of business, including business organization, operation, and management.

BUS 102: Business Statistics

Credit Hours: (3-0:3)

Prerequisite: MTH 101

Business Statistics is the science of collecting, organizing, and summarizing data to provide information, stated in numerical form, for the purpose of making objective business decisions. Topics include methods of sampling, classifying, analyzing, and presenting numerical data; frequency distribution, averages, dispersion, times series analysis, correlation, and forecasting for business purposes.

BUS 201: Business Communication

Credit Hours: (3-0:3)

Prerequisite: None

The primary forms of communication used in business organizations today. A variety of strategies along with some of the technologies which support effective business communication.

BUS 202: Business Ethics

Credit Hours: (3-0:3)

Prerequisite: None

Traditional ethical theories and how they apply to business. The course provides an understanding of how ethical issues in business arise, and some strategies to control or resolve them.

BUS 301: Business Research Methods

Credit Hours: (3-0:3)

Prerequisite: ECO 201

The course is designed to introduce the business research process where students learn to understand managerial problems and formulate research questions and hypotheses. Students gain insight into choosing the right research design, construction of research instruments, sampling, both qualitative and quantitative data collection, data analysis, and report presentation.

BUS 302: Business Law

Credit Hours: (3-0:3)

Prerequisite: ECO 201

This course introduces the ethics and legal framework of business. Emphasis is placed on contracts, negotiable instruments, and how court systems operate. Students learn ways to apply ethical issues and laws covered to selected business decision-making situations.

BUS 401: Business Policy and Strategy

Credit Hours: (3-0:3)

Prerequisite: None

The course offers the most recent theories and current practices in strategic management. The development and implementation of strategies in various areas of business activity such as finance, sourcing, production, human resource management, marketing, and international business.

ECO 201: Microeconomics

Credit Hours: (3-0:3)

Prerequisite: None

An introduction to the analysis of the principles and problems at the microeconomic level. This course elaborates on the theories of demand and supply along with the various types of elasticity. It discusses the costs of production and the profit maximization for an individual firm under varying degrees of competition, pricing, and the deployment of resources.

ECO 202: Macroeconomics

Credit Hours: (3-0:3)

Prerequisite: None

Students will gain an understanding of the analysis of principles and problems at the macroeconomic level. The course examines the public and private sectors, national income, unemployment, inflation, income distribution, and fiscal and monetary policies as they relate to the economy..

FIN 301: Financial Management

Credit Hours: (3-0:3)

Prerequisite: ECO 201

Introduces the tools and concepts employed in financial management for individuals. Topics include analysis of investment alternatives, tax minimization strategies, tax shelters, risk analysis, employee benefits, retirement and estate planning.

MGT 302: Management and Organizational Behavior

Credit Hours: (3-0:3)

Prerequisite: ECO 201

An overview of the major functions of management. Emphasis on planning, organizing, staffing, leading, and controlling. It provides balanced coverage of all the key elements comprising the discipline of Organizational Behavior in a style that students will find both informative and interesting

MGT 303: Management Information Systems

Credit Hours: (3-0:3)

Prerequisite: CIS 101; ECO 201

The course provides an overview of Management Information Systems (MIS) in business. It provides students with a framework for the uses information technology in business. Topics include MIS concepts, software, databases, information systems (IS), the strategic use of IS, the development of IS, and social and ethical issues associated with MIS.

MGT 304: International Management

Credit Hours: (3-0:3)

Prerequisite: ECO 201

The activities of globalizing companies, including resource development, overseas operations and management, international management styles, and global strategies. Emphasis on theoretical analysis, with particular focus given to in-depth case study analyses of international strategies.

MGT 402: Operations Management

Credit Hours: (3-0:3)

Prerequisite: BUS 102

This course Introduces students to the dynamic field of Operations Management. Converting inputs into outputs through established processes. The principles of management are key factors along with concepts of distribution, project management, quality assurance, and lean manufacturing. Includes several practical exercises to enhance skills.

MKT 302 Principles of Marketing

Credit Hours: (3-0:3)

Prerequisite: BUS 101

The relationship between the firm and its customers and the other members of the distribution channel. The marketing functions of an organization, environmental factors influencing marketing decisions, the discovery of market opportunities, development of marketing strategy and marketing programs.

BBA Specialization Courses (Management Information Systems)

MIS 201: Discrete Mathematics

Credit Hours: (3-0:3)

Prerequisite: MTH 101

This course introduces the foundations of discrete mathematics as they apply to computer science, focusing on providing a solid theoretical foundation for further work. Topics include functions, relations, sets, simple proof techniques, Boolean algebra, propositional logic, digital logic, elementary number theory, and the fundamentals of counting.

MIS 301: Foundations of Databases

Credit Hours: (2-2:3)

Prerequisite: CIS 101, MGT 303

This course provides an understanding of the functionality of databases and their role in modern business environments. It covers the fundamentals of database architecture, database systems, principles and methodologies of database design, and techniques for database application development. The course also develops an understanding of the processes used to normalize relational databases and the role of the Structured Query Language (SQL) standards in the current and future development of DBMS. Fundamental knowledge of these concepts equips students to effectively deploy a commercial database management system in response to the needs of a business organization.

MIS 302: Foundations of Programming

Credit Hours: (2-2:3)

Prerequisite: MIS 201

This course covers the fundamental concepts of procedural programming using Java programming language. Topics include data types, control structures, functions, arrays, files, and the mechanics of running, testing, and debugging. The course also offers an introduction to the historical and social context of computing and a snapshot of computer science as a discipline. The course assumes students have no programming background and provides an overview of the program development process in addition to introducing important programming constructs and methodologies.

MIS 303: Data Communication for Business

Credit Hours: (3-0:3)

Prerequisite: MGT 303

This course provides in-depth knowledge of data communication and networking by discussing both theoretical concepts and practical applications. It introduces students to the concepts and terminology of data communications and networking. It includes topics on communication models, network protocols, standards, local area networks (LANs), wide area networks (WANs), the transport communication protocol/Internet protocol (TCP/IP), Internet, intranet, and networking applications. Emphasis is on the analysis and design of networking applications in business.

MIS 304: Advanced Database Systems

Credit Hours: (2-2:3)

Prerequisite: MIS 301

This is an advanced course in database management systems emphasizing both the theoretical knowledge and practical skills of database design, database languages, and database implementation. The purpose of this course is to deepen and expand the concepts presented in the Fundamentals of Databases course. In particular, the course focuses on data modeling tools and techniques, advanced database design, complex uses of Structured Query Language (SQL), and database administration. Topics include modern database systems, including object-oriented databases, XML databases, distributed databases, and on-line analytical processing.

MIS 305: Advanced Programming

Credit Hours: (2-2:3)

Prerequisite: MIS 302

This course covers the fundamental concepts of object-oriented (OO) programming using the Java language and emphasizes basic programming skills using hands-on practices for developing business applications. Contents include Java applications, data types, variables, overloading methods, constructors, access control, inheritance, polymorphism, exception handling, use of try-and-catch, multithreaded programming, thread model, Java library, and exploring Java input-output streams.

MIS 306: Structured System Analysis and Design

Credit Hours: (3-0:3)

Prerequisite: MIS 301

This course introduces information system concepts and the system development process. It emphasizes the development phase of analysis, the application of structured methods, and the use of tools. Analysis, modeling, and design provide an understanding and application of system analysis and design processes. Coverage includes structured systems analysis and design methodologies, functional decomposition, data flow diagram (DFD) approaches, and information modeling. Rapid application development (RAD), prototyping, and visual development tools are also introduced.

MIS 401: Information Systems Project Management

Credit Hours: (3-0:3)

Prerequisite: MIS 306

Project management skills are essential for Management Information Systems (MIS) practitioners who want to be leaders. This is a comprehensive course in project management for anyone who is serious about planning and managing successful MIS projects. This course combines the knowledge, tools and techniques common to managing successful projects in any field with insight into the special challenges of managing projects in the MIS field. General project management subjects covered include a framework for project management, as well as the key project management knowledge areas: integration, scope, time, cost, quality, human resources, communication, risk, and procurement. The subject provides an overview of the activities involved in an MIS project.

MIS 402: Innovation and Emerging Technologies

Credit Hours: (3-0:3)

Prerequisite: MIS 304

This course explores the impact of emerging, interactive technologies on business and society from social, technical, legal, creative, and entrepreneurial perspectives. The purpose of this course is to enable students to investigate the technologies, methods, and practices of using new innovations for the enterprise. The course introduces students to new technologies and examines how these powerful systems are fundamentally reshaping modern enterprises along with our society. It also provides an overview of the myriad of issues surrounding the introduction of new mobile, collaborative, social networking technologies, and their assimilation into society and commerce.

MIS 403: Web Programming for Business

Credit Hours: (2-2:3)

Prerequisite: MIS 304

The Web is currently one of the most popular and useful applications built on top of the Internet using Internet technologies. This course stresses development strategies for managing the rapidly changing information of corporations and organizations for just-in-time distribution. It also covers a variety of software technologies relevant to web design and implementation. Several applied topics are covered in class: programming languages, scripting languages, network programming, client/server computing, security, and multi-media systems design. It introduces a number of modern scripting languages as well as the mechanisms for their use in diverse web applications.

MIS 404: Information Resource Management

Credit Hours: (3-0:3)

Prerequisite: MIS 306

Information technology (IT) has played a key role in driving businesses into "going global." Also, IT is an important supporting tool for many, if not all, applications. However, it is one of the complex, relatively expensive, and fast-changing technologies that require careful management and utilization. This course provides an understanding of the use of information technology from an organizational perspective by focusing on the development of IT policies and plans to achieve organizational goals.

MIS 405: Decision Support Systems

Credit Hours: (3-0:3)

Prerequisite: MIS 304

Decision support systems (DSS) assist the management decision-making process in a business environment. This is a specialized course in management information systems and information technology (MIS/IT) for undergraduates. It is designed to prepare MIS students for a major role in supporting high-quality decisions and developing an effective DSS for the complex and dynamic environment of today's business. Topics include an overview of DSSs, decision theory and organizational systems, and unstructured problem-solving. Introduction to group decision support systems, executive information systems and expert systems will also be discussed.

MIS 406: E-Business

Credit Hours: (3-0:3)

Prerequisite: MIS 304

This course is designed to introduce some emerging concepts and practices in the field of on-line commerce via the Internet which are shaping both consumer behaviors and business systems. Theories and applications of Electronic Commerce, e-Cash, e-Banking, e-Tailing, supply chain management, business models, e-Marketing, Internet business opportunities, network security, Internet database interface and cooperative computing will be covered. Essential global issues related to e-Business will be covered such as mobile commerce.

MIS 407: Object-Oriented System Analysis and Design Credit Hours: (3-0:3)

Prerequisite: MIS 305

Object-Orientation (OO) is one of the most successful paradigms for the design and implementation of information systems. This course introduces and clarifies the fundamental ideas in and basic concepts associated with OO. This subject describes in detail the processes and related workflow, as well as the people and artifacts involved in the analysis and design of an IS. Domain modeling and analysis modeling are discussed in conjunction with the OO paradigm and the industry-standard Unified Modeling Language (UML).

MIS 495: Internship (MIS)

Credit Hours: (3-0:3)

Prerequisite: 90 credit hours of coursework; MIS 301, 302, 306, 401

The internship is an integral part of the undergraduate program. The main purpose of the internship is to complement the academic courses given in the classroom with on-the-job training in order to develop both the technical and generic skills of students. This internship course is designed to provide students with work experience specifically related to Management Information Systems (MIS). Each student is expected to complete 120 hours of training during the regular working hours of a selected private firm or public organization. The employer should provide a range of duties that will challenge, develop, and enable the student to acquire new practical knowledge to augment their studies in MIS. An MIS faculty member will be assigned as the supervisor of the internship project. The student and employer must agree that the student will work at least 120 hours, which is the minimum for receiving course credit.

MIS 499: Capstone-Management Information Systems Credit Hours: (3-0:3)

Prerequisite: INT 497

This course is the capstone for the Bachelor of Business Administration specialization in MIS. In this course, students integrate what they learned in previous courses and get ready for the workplace. The capstone course encompasses and consolidates all of the concepts covered in the MIS curriculum. Students work in teams (under the guidance of an instructor) and are expected to bring knowledge from the BBA/MIS core courses, chosen electives, and their own experience into this course. Students are also expected to apply their knowledge, practice with different tools and use several different techniques to examine a variety of viewpoints, critique readings and other views, to stretch their thinking, and ultimately to learn how to be effective MIS professionals. Oral and written reports are evaluated during and at the completion of the proposal. Teams, with contributions by each individual, present final written reports and final presentations in presence of undergraduate students and faculty.

