

Suggested Program Course List - Business Management - General Emphasis 1, New Richmond, Fall 2021

Term	Class Nbr	Catalog	Course Title	Credits	Start Date	End Date	Location	Instructional Mode	Days of Week	Start Time	End Time
1216	61666	10103106	◆MS PowerPoint	1	10/20/21	12/15/21	NR	Flex	W	3:00	6:20
1216	61674	10103125	◆MS Outlook	1	10/20/21	12/15/21	NR	Flex	W	3:00	6:20
1216	61649	10103146	◆MS Word A	1	08/25/21	10/13/21	NR	Flex	W	3:00	6:20
1216	61975	10104191	Customer Service Management	3	08/24/21	12/16/21	NR	On Site	TR	12:30	1:50
1216	61976	10105100	Intro to Business	3	08/24/21	12/16/21	NR	On Site	TR	10:00	11:20
1216	61220	10804123	Math with Business Applications	3	08/23/21	12/15/21	NR	On Site	MW	8:30	9:50
1216	60926	10801136	English Composition 1 OR	3	08/23/21	12/15/21	NR	On Site	MW	2:30	3:50
1216	60920	10801136	English Composition 1 (concurrent enrollment in Writing Essentials)	3	08/23/21	12/15/21	NR	On Site	MW	2:30	3:50

◆The Flex method of instruction allows the student to customize class hours within the operational hours of the lab and have an instructor present at set times to offer face-to-face help and guidance. Although there will be no large group lectures or presentations, students will be provided with a variety of learning tools. Students will work at their own pace while meeting assignment and exam due dates to ensure successful course completion. Students are not required to attend all scheduled class times; however, students are required to attend a course orientation before beginning the course.

Please be advised that low enrollment class sections may be cancelled.

You will be contacted by Student Services with information on other class sections available in alternate formats.

[For the most up-to-date course listing, go to the WITC Homepage and click on 'Find a Class'](#)

[To view your curriculum checklist, click here](#)