

Certificate in Business Management (CBM)

Duration : 1 Semester

Course Units: 7

Department: Entrepreneurship and Economics

School : Business and Economics

Course Structure

Course Code	Course Title	Semester	Credit	Lecture Hour (hrs/week)
CBM 0101	Fundamentals of Management	1	3	3
CBM 0102	Fundamental of Information Technology	1	3	3
CBM 0103	Business Communication	1	3	3
CBM 0104	Business Calculations	1	3	3
CBM 0105	Office Organization	1	3	3
CBM 0106	Foundations of Accounting	1	3	3
CBM 0107	Elements of Commerce	1	3	3