

**Business Education (BUED) Program**  
**College of Education**  
**September 5, 2006**

**BUSINESS EDUCATION ARTICULATION AND TRANSFER  
 PLAN BETWEEN RIVERLAND COMMUNITY COLLEGE—  
 AUSTIN • ALBERT LEA • OWATONNA**

**ADMINISTRATIVE ASSISTANT DIPLOMA**

This cooperative collaborative agreement specifies which courses completed at Riverland Community College and Winona State University lead to the completion of a Bachelor of Science degree in Business Education (Teaching) at Winona State University.

**SIGNATURES:**

<p><b>Winona State University</b>  <b>P.O. Box 5838</b>  <b>Winona, MN 55987</b></p>	<p><b>Riverland Community College</b>  <b>2200 Riverland Drive</b>  <b>Albert Lea, MN 56007</b></p>
<p><i>Celeste Miller</i> Date <u>9/12/06</u>            Dr. Celeste Miller, Education Dept. Chair</p>	<p><i>Steve Bowron</i> Date <u>9/27/06</u>            Steve Bowron, AA Diploma</p>
<p><i>Cecilia Rokusek</i> Date <u>9/18/06</u>            Dr. Cecilia Rokusek, College of Ed. Dean</p>	<p><i>Steve Bowron</i> Date <u>9/27/06</u>            Steve Bowron, Academic Dean</p>
<p><i>Sally Johnstone</i> Date <u>9-26-06</u>            Dr. Sally Johnstone, V.P. of Academic Affairs</p>	<p><i>Dr. J. R. (Ron) Langrell III</i> Date <u>10-11-06</u>            Dr. J. R. (Ron) Langrell III, V. P. of Academic and Student Affairs</p>

**Business Education (BUED) Program – Education Department – Winona State University  
Articulation and Transfer Plan in Business Education (Teaching)  
Administrative Assistant Diploma  
Between Riverland Community College and Winona State University**

<b>B.S. Major - Business Teaching – 58 s.h.</b>	<b>COURSES TAKEN AT Riverland Community College</b>	<b>BUED COURSES TAKEN AT WINONA STATE UNIVERSITY</b>	<b>EDUCATION COURSES TAKEN AT WINONA STATE UNIVERSITY</b>
<b>Required BUED Core Courses (52 s.h.)</b>			<b>Professional Education Sequence for Secondary Majors (32-36 s.h.)</b>
<b>Business Education (BUED) (34 s.h.)</b>			<b>EDUC 305 Hum Dev/Lrng—Sec'y/K-12 (4)</b>
201 Keyboarding (1)	BUSO 1616 Keyboarding II (3)		<b>EDUC 308 Hum. Rel'n/Stud.Diversity (3)</b>
203 Document Production & Procedures (2)	BUSO 1648 MS Word or 1647 Word Per (3) <sup>2</sup>		<b>EDUC 312 Instruct'l Plan/Assess-Sec'y/K-12 (3)</b>
215 Personal Finance (3)		BUED Personal Finance (3)	<b>EDUC 429 Sec'y Rdg &amp; Tch Strategies (4)</b>
320 Business Technology (3)	BUSO 1620 Intro to Computers (2)		<b>EDUC 449 Mid Sch Phil Org Interdis Plan (3)</b>
330 Advanced Business Technology <sup>3</sup> (3)		BUED 330 Advanced Business Tech. (3) <sup>3</sup>	<b>EDUC 459 The Professional Educator (3)</b>
333 Business Communication (3)	BUSO 1650 Bus. Comm. II (3)		<b>EDUC 465 Student Tchg – Sr. HS (12-16)</b>
335 Information Resource Management (3)		BUED 335 Information Resource Mgmt (3)	
340 Integrated Information Sys Appl'ns (3)		BUED 340 Integrated Infor. Sys Appl'ns (3)	
360 Interpersonal Business Relations (3)	GSCM 1510 Workplace Human Rel. (2)		
401 General Methods & Foundations (3)		BUED 401 Gen. Methods & Foundations (3)	
403 Technology & Bus. Teach. Meth. (3)		BUED 403 Tech. & Bus. Teach. Meth. (3)	<b>Additional Requirements<sup>1</sup>:</b>
435 Information Systems/Personnel Mgt (3)	BUSO 2644 Off. Supervision & Mgmt. (3)		<b>HERS 204 Personal&amp;Community Health (3)<sup>4</sup></b>
490 Capstone Seminar (1)		BUED 490 Capstone Seminar (1)	<b>SPED 400 Ed of Exceptional Child/Youth (3)</b>
<b>Required Business Core Courses (21 s.h.)</b>			
<b>Accounting (6 s.h.)</b>			
ACCT 211 Financial Acct. Principles (3)		ACCT 211 Financial Acct. Principles (3) <sup>4</sup>	
ACCT 212 Managerial Acct. Principles (3)		ACCT 212 Managerial Acct. Principles (3) <sup>4</sup>	
<b>Economics and Finance (9 s.h.)</b>			
ECON 201 Prin. of Microeconomics (3)		ECON 201 Prin. of Microeconomics (3) <sup>4</sup>	
ECON 202 Prin. of Macroeconomics (3)		ECON 202 Prin. of Macroeconomics (3) <sup>4</sup>	
FIN 201 Introduction to Finance OR (3)		FIN 201 Introduction to Finance OR (3)	
FIN 360 Corporate Finance (3)		FIN 360 Corporate Finance (3)	
<b>Business Administration (3 s.h.)</b>			
BUSA 291 Legal Environment of Bus. (3)		BUSA 291 Legal Environment of Bus. (3) <sup>4</sup>	
<b>Marketing (3 s.h.)</b>			
MKTG 300 Principles of Marketing (3)		MKGT 300 Principles of Marketing (3) <sup>4</sup>	
<b>ELECTIVES<sup>1</sup> (3 s.h.)</b>	<b>ELECTIVES (2 s.h.)</b>		
BUED 399 General Internship (1-4)	BUSO2611—1 cr; BUSO2612(2 cr); (1-4) BUSO2613 -3 cr.; BUSO2614—4 cr.		32-36 s.h.
BUED 218 Job Search Strat.-Resume (1)	GCSL 1270 Emp. Search Skills (1)		<b>Additional Requirements<sup>2</sup> 3 s.h.</b>
BUED 219 Job Search Strat.-Ap Letter (1)			
<b>Total 58 s.h.</b>	<b>Total 18 Cr.</b>	<b>Total 40 s.h.</b>	<b>Total Education Licensure Cr. 35-39 s.h.</b>

**Note 1:** Technology-, Business-, and Business Education (BUED)-related courses; other recommended elective courses are listed in the Business Education section of the Undergraduate Catalog.

**Note 2:** HERS 204 and SPED 400 meet University Studies' requirements—I.D. and II.C., respectively.

**Note 3:** Completion of BUSO 2637/2634/2688 is equivalent to BUED 330.

**Note 4:** Additional Articulated Courses Riverland (R)=WSU(W): R-ACCT2011/2012=W-ACCT211/212; R-BUSA1010=W-BUSA106; R-BUSA1050=W-BUED215; R-BUSA2042=W-MGMT315; R-BUSA1065=W-BUED320; R-BUSA2032=W-BUSA291; R-BUSA1065=W-BUED320; R-BUSA2043=W-MKTG300; R-BUSA2050=W-MIS362; R-ECON2291/2292=W-ECON 201/ 202; R-HLTH1100=W-HERS204; R-STAT2021=W-BUSA220; R-BUSA2041=W-BUED333.

**Note:** WSU University Studies requirements must be completed.