

Santa Ana College Management Certificates

Certificate Requirements

4 Different Options	Units
Management	21-22
Small Business Management	13-14
Supervision	12
Human Resources	12

**Motivate Innovate
Communicate**

What's Your Plan



Program Information

GBE Department website:
www.sacgbe.org

Faculty

Glenn Doolittle
714-564-6776
Doolittle_glenn@sac.edu

Madeline Grant
714-564-6789
Grant_madeline@sac.edu

Gabriel Shweiri
714-564-6753
Shweiri_gabriel@sac.edu

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SANTA ANA COLLEGE

1530 W. 17th Street, Santa Ana, CA 92706 • www.sac.edu

Management

CERTIFICATES



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Santa Ana College

www.sac.edu/GBE

Santa Ana College

Management

CERTIFICATE

Start Here

Core Class:

Bus 100 - Fundamentals of Business

Mgmt/Bus 120 - Principles of Management

Mgmt/Bus 121 - Human Relations and
Organizational Behavior

Mgmt 122/Bus 222 - Business Communications

Mgmt 125 - Organizational Leadership

Complete TWO of the following courses

The certificate programs in management are designed to provide the student with the skills needed for employment in the following specialized areas:

Business Management

Small Business Management

Supervision

Human Resources



Select TWO of the below listed classes

Acct 101 - Financial Accounting

Bus 105 - Legal Environment of Business

Bus 106 - Culture and international Business
Kiss, Bow or Shake Hands

Bus 125 - Introduction to International Business

Bus 150 - Introduction to Information Systems
and Applications

Mgmt 135 - Human Resource Management

Mktg 113 - Principles of Marketing



Specialized Management

Earn specialized certificates in the following areas:

Small Business Management

Start Here

Accounting 035 - QuickBooks

Mgmt 120 - Principles of Management

Mktg 113 - Principles of Marketing

Bus 170- Principles of Small Business
Management

Complete ONE of the following

Bus 100 - Fundamentals of Business

Bus 105 - Social Media, Bootstrapping, and
Market Validation

Bus 109 - Powerful Presentations

Supervision

Complete these classes

Mgmt/Bus 120 - Principles of Management

Mgmt/Bus 121 - Human Relations and
Organizational Behavior

Mgmt 122/Bus 222 - Business Communications

Mgmt 135 - Human Resource Management

Human Resources

Complete these classes

Mgmt/Bus 120 - Principles of Management

Mgmt/Bus 121 - Human Relations and
Organizational Behavior

Mgmt 135 - Human Resource Management

Bus 105 - Legal Environment of Business