

Department of Professional Studies

School of Technology and Public Management

Location: SSG Glenn H. English, Jr., Army Education Center
Bldg. 202 - Room 138, Fort Campbell, KY

Phone: 931-221-1439

Website: www.apsu.edu/apfc/degrees/BSPS.htm

		Credit Hours
Administrative Management Minor		24
CTIM 2040	Word Processing Concepts and Applications	3
CTIM 2100	Introduction to Operating Systems	3
or		
CTIM 2110	Information Technology Concepts	3
CTIM 2120	Integrated Software Applications	3
CTIM 2210	Office Systems and Procedures	3
CTIM 2160	Records and Information Management	3
CTIM 3210	Administrative Office Simulation	3
CTIM 3300	Business Communications	3
CTIM 3350	Office Management and Supervision	3

Note: This minor was approved after 2008-09 Bulletin was published.

