

## **Bus 320: Personal Business Management**

### **[School of Business Administration](#)**

This course is designed to enhance student's oral and written communication skills with emphasis on producing a quality resume or application for graduate work and developing interviewing, personal finance, and career planning skills.

3 Credits

### **Instruction Type(s)**

- Lecture/Lab: Lecture/Lab for Bus 320

### **Subject Areas**

- [Business Administration and Management, General](#)
- [Business/Commerce, General](#)

