

High School/Secondary







Program of Study: Entrepreneurial Operations Certificate

Career Pathway: Business, Marketing & Public Administration

Secondary Partner: Program Name: CIP: Program ID:

Post-secondary Partner: Trinidad State College Program Name: Entrepreneurial Operations Certificate CIP: 52.0703 Program ID: CER CSBM

Secondary Program Description:

This two-year program provides the business, management, and marketing skills necessary for success in entry-level positions requiring foundations of greater responsibility, authority, and leadership. Students who complete the program will be viewed by potential employers as having a broad-based education necessary for today's team-oriented and globally competitive environment. The program prepares students for careers in business, as well as provides students with instruction resources for the purpose of ongoing enhancement of skills. Upon graduation, students will have the business skills, critical thinking skills, human relations skills required to succeed in today's business environments.

Career and Technical Courses

Possibilities of careers, and demand relating to this Pathway

State Graduation Requirements: www.cde.state.co.us/postsecondary/graduationguidelines

- ACC 1001 Fundamentals of Accounting CE
- BTE 1002 Keyboarding Apps I CE
- BUS 1015 Introduction to Business CE
- ACC 2045 Computerized Accounting with a Professional Package CE
- BTE 1008 Ten-Key by Touch CE
- CIS 1018 Intro to PC Applications CE
- BTE 2025 Office Management CE
- BUS 2017 Business Communications & Report Writing CE
- CIS 1035 Complete Word Processing (software package) CE
- CIS 1055 Complete Spreadsheets: (Software package) CE

Possibilities of Careers:

CIP Code - 52.0201- Business Administration and Management, General Relevant occupations include: 11-1011.00 Chief Executives 11-1011.03 Chief Sustainability Officers 11-1021.00* General and Operations Managers 11-2022.00 Sales Managers 11-3012.00 Administrative Services Managers 11-3013.00 Facilities Managers 11-3013.01 Security Managers 11-3051.00 Industrial Production Managers 11-3051.01 Quality Control Systems Managers

Employment Demand and Wage Data:

According to the Colorado Labor Market Information database, as accessed in June 2022, "the estimated number of Business and Financial Operations (Occupation Code - 130000) employed in Colorado in 2020 was 223,455. It is projected that in 2030 there will be 270,054. This represents an annual average growth rate of 1.91%." When considering the number projected to exit associated occupations there are expected to be more than 25,000 jobs annually in Colorado. A report commissioned by the college, from the Claris group completed in June 2022, indicates that regional economic data from EMSI/Burning Glass and stakeholder conversations prioritize business programs as an area of current and growing educational need. The Business and Financial Operations cluster includes the following sectors: Sector 55 Management of Companies and Enterprises; Sector 52 Finance and Insurance; Sector 92 Public Administration; Sector 56 Administrative and Support and Waste Management and Remediation Services, all sectors predicted to grow between 1 to 3.5 percent over the long term.

Related Industry Certifications/Credential(s) offered through program:	Work-based Learning offered through program:	
	Career Research Cooperative Education Job Shadowing	
Advanced Credit Options Key:	CTSO organization(s):	
Notate above which course has an articulation agreement or concurrent enrollment.		
AA – Course is approved for Articulation Agreement	□ DECA □ FBLA □ FCCLA □ FFA □ CCSA □ HOSA □ SkillsUSA	
CE – Course is offered as Concurrent Enrollment	☐ TSA ☐ SC ²	

	POSTSECONDARY CREDENTIALS				
	Certificate(s) offered through program:	Associate Degree(s) offered through program:	Bachelor's Degree(s) program aligns to:	Advanced Degree(s) program aligns to:	
Postsecondary	Entrepreneurial Operations Certificate	Business Management AAS	Business Management BA/BS	MBA	
Posts	Postsecondary Program Description: This two-year program provides the business, management, and marketing skills necessary for success in entry-level positions requiring foundations of greater responsibility, authority, and leadership. Students who complete the program will be viewed by potential employers as having a broad-based education necessary for today's team-oriented and globally competitive environment. The program prepares students for careers in business, as well as provides students with instruction resources for the purpose of ongoing enhancement of skills. Upon graduation, students will have the business skills, critical thinking skills, human relations skills, and IT skills required to succeed in today's business environments.				
	Program Requirements for Entry: http://www.trinidadstate.edu/admissions				
		СТ	E Courses		

Semester 1	Semester 3
ACC 1001 Fundamentals of Accounting	BTE 2025 Office Management
BTE 1002 Keyboarding Apps I	 BUS 2017 Business Communications & Report Writing
BUS 1015 Introduction to Business	 CIS 1035 Complete Word Processing (software package)
	 CIS 1055 Complete Spreadsheets: (Software package)
Semester 2	
 ACC 2045 Computerized Accounting with a Professional Package 	
BTE 1008 Ten-Key by Touch	
CIS 1018 Intro to PC Applications	
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District/College Review

Secondary Partner Print Name:	Title:	Signature:	Date:
Postsecondary Partner Print Name:	Title:	Signature:	Date: