

# LEARNING STANDARDS FOR BUSINESS GRADUATES

## **Communication Skills**

Uses standard English grammar in oral & written forms. Applies listening skills appropriate to situation. Reads with comprehension. Communicates effectively in oral and written forms, including presentations.

## **Leadership Tools**

Applies effective interpersonal skills. Demonstrates ability to work effectively in individual and team situations. Has a willingness to assume leadership positions.

## **Critical Thinking**

Analyzes, synthesizes, and evaluates from a wide variety of information sources. Utilizes logic. Recognizes patterns & forms conclusions based on those patterns. Adapts textbook information to real world. Differentiates fact from opinion. Recognizes and evaluates assumptions, theses, and support of arguments. Transfers concepts within and among disciplines.

## **Creative Problem-Solving**

Is open-minded, flexible and adapts to new ideas. Devises new ideas, work, or solutions. Recognizes and evaluates alternatives.

## **Technological Proficiency**

Demonstrates knowledge and use of current technology for problem solving including: appropriate software tools, Internet, and discipline-specific applications. Demonstrates knowledge of state-of-the-art and emerging technologies related to the discipline.

## **Research Skills**

Applies scientific methods to problem solving. Utilizes basic statistical analysis. Synthesizes information into coherent whole. Clarifies ill-defined problems.

## **Ethics**

Demonstrates professional conduct & ethical responsibility. Demonstrates knowledge and application of moral & philosophical concepts. Recognizes ethical dilemmas and is aware of diverse answers to ethical problems.

## **Professional Skills**

Demonstrates ability to adapt to diverse organizational environments. Demonstrates awareness of workplace cultures and expectations. Self-evaluates learning and performance. Utilizes planning and organization skills. Demonstrates ability to deal with ambiguity and uncertainty.

## **Global Awareness**

Has awareness and acceptance of cultural differences. Understands the global environment in which organizations operate.