

De La Salle-College of Saint Benilde

Bachelor of Science in Business Administration Major in Computer Applications

Program Specification

Awarding Institution	De La Salle-College of Saint Benilde
School	School of Management and Information Technology
Program Accreditation	<p>Commission on Higher Education (CHED) Center of Excellence valid until December 2019.</p> <p>PAASCU Level 3</p>
Name of Final Award	Bachelor of Science in Business Administration Major in Computer Applications (BSBA-CAP)
Program Title	Bachelor of Science in Business Administration Major in Computer Applications (BSBA-CAP)
Description of the Program	<p>The Computer Applications Program is a Business and IT course in one. It follows the Business Administration framework with an added touch of Information Technology as an area of study that would best compliment the business environment with the use of application software, and technology tools.</p> <p>The Computer Applications degree program is for those who want to make use of computing applications or implement information technology solutions/ applications without going through the complexities of software development. In addition, the program is also for those who want to understand the business environment, and help organizations identify, and implement process improvements and optimization.</p> <p>The program produces graduates that are responsive to industry needs; that is, deploying talents who can contribute to business process improvements, and be able to identify IT solutions that are best suited to the organization's needs.</p> <p>The students of the program can look forward to a financially rewarding career in Business and IT. This includes but are not limited to Business Process Analyst, Project Manager, Functional tester, IT consultant, Solutions Architect, and Technopreneur.</p>

Expected Program Learning Outcomes

Upon completion of the **BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION MAJOR IN COMPUTER APPLICATIONS**, students are expected to:

- PO1. Articulate and discuss the latest developments in the specific field of practice.
- PO2. Effectively communicate orally and in writing using both English and Filipino.
- PO3. Work effectively and independently in multi-disciplinary and multi-cultural teams.
- PO4. Act in recognition of professional, social, and ethical responsibility.
- PO5. Preserve and promote 'Filipino historical and cultural heritage'.
- PO6. Perform the basic functions of management such as planning, organizing, staffing, directing, leading, and to manage a project using project management tools and methods.
- PO7. Apply the basic concepts that underline each of the functional areas of business (marketing, finance, human resource management, production and operations management, information technology, and strategic management) and employ these concepts in various business situations.
- PO8. Select the proper decision making tools to critically, analytically, and creatively solve problems and drive results.
- PO9. Express oneself clearly and communicate effectively with stakeholders both in oral and written forms.
- PO10. Conduct business research.
- PO11. Apply a variety of requirements elicitation and modeling techniques to document business process, design data models, and propose workflow process using diagramming tools.
- PO12. Evaluate hypothetical or real-world business issues to propose process improvements and/or innovative solutions by adhering to industry's best practices and standards, principles of quality excellence, and social and ethical responsibilities.
- PO13. Apply Information and Communication Technology (ICT) skills as required by the business environment to expedite and enhance communication to a variety of audience using industry-grade tools and applications.
- PO14. Develop operational and strategic plans to support an organization's economic sustainability and competitiveness through leadership, transparency, performance measurement systems, financial returns, continuous process improvement, and community involvement and economic development.

<p>Admission Requirements</p>	<p>All students must pass the Benildean Entrance Exam (BEE). The information regarding application, admission timetable, and application results may be viewed at Benilde Admissions Center. Downloadable forms and school brochures are available from this site.</p> <p>Applicants applying to any degree or non-degree program offered by DLS-CSB are expected to provide a complete medical disclosure of past or present conditions that may have an effect on student learning and their intention to be a member of the Benildean community.</p>																				
<p>Program Overview</p>	<p>The Program consists of 171 units (161 academic units and 10 non-academic units) distributed as follows:</p> <table data-bbox="597 573 1382 915"> <thead> <tr> <th></th> <th style="text-align: right;">Units</th> </tr> </thead> <tbody> <tr> <td>CHED GE Core Courses</td> <td style="text-align: right;">36</td> </tr> <tr> <td>DLS-CSB Institutional Courses</td> <td style="text-align: right;">19</td> </tr> <tr> <td>NSTP, and PE</td> <td style="text-align: right;">14</td> </tr> <tr> <td>Core Business and Management Education Courses</td> <td style="text-align: right;">6</td> </tr> <tr> <td>Business Administration Core</td> <td style="text-align: right;">21</td> </tr> <tr> <td>Professional Courses</td> <td style="text-align: right;">54</td> </tr> <tr> <td>Professional Electives</td> <td style="text-align: right;">12</td> </tr> <tr> <td>Thesis</td> <td style="text-align: right;">3</td> </tr> <tr> <td>Internship / Practicum</td> <td style="text-align: right;">6</td> </tr> </tbody> </table>		Units	CHED GE Core Courses	36	DLS-CSB Institutional Courses	19	NSTP, and PE	14	Core Business and Management Education Courses	6	Business Administration Core	21	Professional Courses	54	Professional Electives	12	Thesis	3	Internship / Practicum	6
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<p>Curriculum and Program Structure</p>	<p>The curriculum and program structure are outlined in the program checklist. The curriculum map shows the alignment between the courses in the program and the program outcomes.</p>																				
<p>Teaching and Learning Strategy, Assessment</p>	<p>The courses are delivered mostly through learner-centered methodology with emphasis on individual and collaborative activities where teachers design the environment for learning and guide the learners to develop the important competencies.</p> <p>Lectures shall be used only to provide theoretical grounding. Alternative ways of teaching shall be used, such as, case studies, video/film showing, role playing or simulations, Guided discovery / Free hand, class and small group discussions, and group and individual presentations.</p> <p>BigSky shall be used as an on-line support that will (1) provide a central repository where students can access resources anytime anywhere, (2) track students' progress, (3) process assignments, and exams, and (4) provide venue to communicate.</p>																				
<p>Date of Revision</p>	<p>AY 2018-2019</p>																				

PROGRAM CHECKLIST

Bachelor of Science in Business Administration Major in Computer Applications

Term 1

Course Code	Course Title	Units	Pre-requisite	Co-requisite
CSBLIFE	College of Saint Benilde Student Life	3		
ADVOFFC	Advanced Office Applications	3		
IETHICS	Ethics	3		
MATWRDL	Mathematics in the Modern World	3		
PURPCOM	Purposive Communication	3		
ASEANST	Asean Studies	3		
PEONEPF	Physical Fitness	2		

Term 2

Course Code	Course Title	Units	Pre-requisite	Co-requisite
BUSIACC	Business Accounting	3		
IBUSPRO	Introduction to Business Process	3		
ENTARCH	Enterprise Architecture	3		
SCITECH	Science, Technology, and Society	3		
UNDESELF	Understanding the Self	3		
CRITHNK	Critical and Creative Thinking	3		
PETWODA	Dance Area	2		

Term 3

Course Code	Course Title	Units	Pre-requisite	Co-requisite
ACCMANA	Managerial Accounting	3	BUSIACC	
METHMDL	Implementation Methods, and Models	3	IBUSPRO	
DBBASIC	Database Basic Concepts	3	ENTARCH	
DEVTCON	Application Development Concepts	3	ENTARCH	
QUALITY	Quality and Business Improvement	3		
BIBCHUR	Bible and Church	3		
PETRIID	Individual / Dual Sports	2		

Term 4

Course Code	Course Title	Units	Pre-requisite	Co-requisite
BUSLAWS	Basic Business Law	3		
PROCDES	Process Design	3	METHMDL, DBBASIC	
ARTAPRI	Art Appreciation	3		
ENTINVM	Enterprise Inventory and Management Control	3	IBUSPRO	
LNSIGMA	Lean Sigma	3	QUALITY	
READHIS	Readings in Philippine History	3		
MARFAMI	Marriage and Family Life	3		
PEFORTS	Team Sports	2		

Term 5

Course Code	Course Title	Units	Pre-requisite	Co-requisite
APPSTAT	Applied Statistics	3	ADVOFFC	
HR-MGMT	Human Resource Management	3		
CONWORL	The Contemporary World	3		
ENTLODI	Enterprise Logistics, and Distribution	3		
BINTAXA	Business and Income Taxation	3		
REEXSPI	Religious Experience and Spirituality	3		
NSTP-01	National Service Training Program 1	3		

Term 6

Course Code	Course Title	Units	Pre-requisite	Co-requisite
BUSFIN	Business Finance	3		
APPMKTG	Applied Marketing	3		
PROELC1	Professional Elective 1	3		
VERTSOL	Vertical Solutions	3	ENTLODI	
BAFBANA	Fundamentals of Business Analytics	3		
INTEFIL	Interaktibong Filipino sa Multidisiplinaryong Larangan	3		
NSTP-02	National Service Training Program 2	3		

Term 7

Course Code	Course Title	Units	Pre-requisite	Co-requisite
BUSECON	Basic Microeconomics	3		
MANSTRA	Strategic Management	3		
PROELC2	Professional Elective 2	3		
PROELC3	Professional Elective 3	3		
JORIZAL	Life and Works of Rizal	3		
FILDISI	Filipino sa Iba't Ibang Disiplina	3	INTEFIL	

Term 8

Course Code	Course Title	Units	Pre-requisite	Co-requisite
PROJMG	Project Management	3		
BPBCASE	Business Case Development – Business Process	3	PROCDES, VERTSOL, APPSTAT	
PROELC4	Professional Elective 4	3		
INBUSAG	International Business Agreements	3		
SUSTENT	Social Entrepreneurship, Responsibility, and Sustainability	3		
PANITIK	Panitikan at Kulturang Popular	3	INTEFIL	

Term 9

Course Code	Course Title	Units	Pre-requisite	Co-requisite
CSBGRAD	College of Saint Benilde Graduating Students	1		
CAFPROJ	CA Final Project	3	PROJMG, BPBCASE	
CAINTER	CA Internship	6	CAINTER	CAFPROJ

LIST OF PROFESSIONAL ELECTIVE SUBJECTS (PROELC1, PROELC2, PROELC3, PROELC4)

Course Code	Course Title		
CRMSYSM	Enterprise Systems (CRM)	SOCANLY	Social Media Analytics
HRISYSM	Enterprise Systems (HRIS)	ITILIBR	ITIL Foundation
CONTMGT	Content Management	INFOSEC	Information Security
ONLMARK	On-line Marketing	TESTING	Functional Testing
ETECHNO	Emerging Technologies		

CURRICULUM MAP

Bachelor of Science in Business Administration Major in Computer Applications

I.	Core Business and Management Education Courses	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12	PO 13	PO 14
1	Quality and Business Improvement (QUALITY)				✓			✓					✓		
2	Strategic Management (MANSTRA)						✓	✓							✓

II.	Business Administration Core	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12	PO 13	PO 14
1	Basic Microeconomics (BUSECON)	✓						✓							
2	Basic Business Law (BUSLAWS)				✓			✓							
3	Business and Income Taxation (BINTAXA)				✓			✓							
4	Social Entrepreneurship, Responsibility and Sustainability (SUSTENT)				✓	✓									
5	Human Resource Management (HR-MGMT)			✓			✓	✓							
6	International Business Agreements (INBUSAG)	✓			✓			✓							
7	Business Case Development - Business Process (BPBCASE)	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	

III.	Professional Courses	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12	PO 13	PO 14
1	Project Management (PROJMGT)		✓	✓	✓		✓	✓		✓					
2	Managerial Accounting (ACCMANA)				✓			✓							
3	Enterprise Architecture (ENTARCH)						✓	✓	✓				✓	✓	
4	Database Basic Concepts (DBBASIC)							✓	✓					✓	
5	Application Development Concepts (DEVTCON)							✓						✓	
6	Implementation Methods and Models (METHMDL)	✓						✓	✓						
7	Advanced Office Applications (ADVOFFC)							✓	✓					✓	
8	Introduction to Business Process (IBUSPRO)	✓	✓							✓		✓	✓		
9	Business Accounting (BUSIACC)							✓							
10	Business Finance (BUSSFIN)							✓							
11	Applied Marketing (APPMKTG)							✓							
12	Applied Statistics (APPSTAT)							✓	✓						
13	Process Design (PROCDES)		✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓
14	Enterprise Inventory and Management Control (ENTINVM)							✓	✓					✓	
15	Enterprise Logistics and Distribution (ENTLODI)							✓	✓					✓	
16	Lean Sigma (LNSIGMA)				✓			✓	✓				✓	✓	
17	Vertical Solutions (VERTSOL)	✓						✓	✓					✓	
18	Fundamentals of Business Analytics (BAFBANA)							✓	✓					✓	

IV.	Electives	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12	PO 13	PO 14
1	Professional Elective 1 (PROELC1)	✓	✓					✓	✓				✓	✓	
2	Professional Elective 2 (PROELC2)	✓	✓					✓	✓				✓	✓	
3	Professional Elective 3 (PROELC3)	✓	✓					✓	✓				✓	✓	
4	Professional Elective 4 (PROELC4)	✓	✓					✓	✓				✓	✓	

V.	Thesis	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12	PO 13	PO 14
1	CA Final Project (CAFPROJ)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

VI.	Internship / Practicum	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12	PO 13	PO 14
1	CA Internship (CAINTER)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓