



**Mona School  
of Business &  
Management**

The University of the West Indies, Mona

# BACHELOR OF SCIENCE MANAGEMENT STUDIES



## OVERVIEW

The Management Studies major is offered in the Faculty of Social Sciences, at Mona School of Business and Management. The Management Studies major is designed to educate students on the theories, principles and practices of Management Studies. Students who take this major are qualified to commence a career in business or in other organization.

Courses in this major include: Communication Skills for Managers, Organizational Behaviour, Team Building, International Business Management, and Accounting for Managers.

## ENTRY REQUIREMENTS

Five (5) CXC/CSEC (General Proficiency Grades I-III ) or GCE/ BGCSE O'Level (Grades A-C) with compulsory subjects Mathematics and English Language **in addition to** two (2) CAPE subjects either at Unit 1 or 2 (Grade 1-4) and current registration for either Unit 1 or 2 or GCE/BGCSE A' Level passes in a minimum of two (2) subjects;

**OR**

An Associate degree, Diploma and/or Certificate from other approved tertiary institutions having attained a B+ average or a minimum GPA of 2.5;

**OR**

High School (Grade 12) transcript with a minimum GPA of 3.0 and a minimum SAT I score of 1200 plus a minimum of two (2) SAT II subjects at a score of 500 or above or successful completion of Advanced Placement Courses or the International Baccalaureate programme.

# WHAT IS

## MANAGEMENT STUDIES?

With the Management Studies degree students gain knowledge about a wide range of business topics, such as human resources, finance, communication, marketing and leadership. This knowledge helps graduates succeed with any business-related challenge or task they may face after entering the workforce.

### A Management Studies professional must (among other things):

- Understand the context within which the business is located;
- Understand how to foster a positive relationship between the organization and its environment and help to build positive stakeholder relationships;
- Understand the core functions and strategy of the business;
- Understand how the employee contributes to the business.
- Be ethical and assist the organization to build proper internal governance.

### SKILLS NEEDED

#### Intellectual

- An above average understanding of the business and social environment;
- The ability to understand, apply, analyse and evaluate financial and other business data;
- An above average skill in the use of information and communications technology;
- Strong problem-solving skills.

#### Professional

- Strong Ethical Skills
- An above average understanding of interpersonal conflicts and the ability to address them;
- A curiosity about business matters and a willingness to learn on a continuous basis;
- Excellent communication skills.

## What can I do with a Degree in Management Studies?

- With a Management Studies degree, graduates can pursue careers in business, in the government sector or in other organizations.
- Management Studies involves a range of core functions such as: research, planning, training and development, recruitment and selection and employee relations, organizational behaviour and culture and team building and management.
- Management Studies jobs have different names in different organizations.
- With a Management Studies degree and no experience in the field you would typically be equipped to fill an entry level or mid-level position in organizations (depending on the size).

### CAREER OPTIONS

- Assistant Manager
- Office Manager
- Customer Service Representative
- Project Coordinator
- Executive/Personal Assistant
- Team Lead
- Junior Analyst



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