

School of Business

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Chair (Marketing and General Management): Richard Grover, 221 Luther Bonney
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Associate Professors: Aiello, Bennett, Chinn, Grover, Jensen, MacDonald, Munger, Phillips, Pryor, Purdy, Sanders, Shields, Smoluk, Westfall, VanderLinder; *Assistant Professors:* Chene, Heiser, Kerr, Kohli, Suleiman, Williams

Mission Statement

We prepare and inspire current and future leaders, and stimulate economic growth, by providing quality learning opportunities, valuable research, and professional service, all in partnership with the business community.

Accreditation

The School of Business is accredited by AACSB International—The Association to Advance Collegiate Schools of Business. AACSB International assures quality and promotes excellence and continuous improvement in undergraduate and graduate education for business administration and accounting.

Programs

The School of Business offers a bachelor of science degree in business administration with majors in 1) accounting, 2) finance, 3) marketing, and 4) general management. General management has five tracks: a) entrepreneurship and small business management, b) international business, c) sport management, d) risk management and insurance, and e) generalist track (advanced study across multiple fields of business). Note: required courses in the entrepreneurship and sport management tracks may not be offered during the evening (5:30 p.m. or later). School of Business majors may obtain a double major within the school, and non-accounting majors may pursue a minor in accounting. Students may also enroll in the 3-2 program to obtain both undergraduate and graduate degrees in five years.

The undergraduate program is designed to develop the student's abilities to assume the responsibilities of general and financial management, and to cope successfully with the changing problems of managers in the years ahead. Entering students begin by acquiring broad training in the arts and sciences as a foundation for the study of business. All students also complete the business core, which is a series of courses covering major functional areas common to business operations. Lastly, students acquire a deeper knowledge of their selected major.

For students pursuing other majors, the School offers minors in 1) accounting, 2) business administration, and 3) information management, as well as the 3-2 program mentioned above.

The graduate degrees provided by the School are the master of business administration and the master of science in accounting (see graduate catalog for information).

Course Enrollment Policies

Students who are not majoring within the School may not enroll in 300-level or higher courses unless there is space available in the courses and they have a cumulative GPA of 2.0 or higher. They will be enrolled according to the following priorities:

1. They have declared a major that requires the course.
2. They have been admitted to a School of Business minor.
3. They are admitted to the University as degree candidates.
4. They have approval from the associate dean for Academic Affairs.

Any School of Business major or minor who has enrolled in an ABU, ACC, FIN, BUS, or RMI course more than twice must, before continuing in that course, complete and have approved by the Department chair, a course condition form (available from the School of Business office). Failure to do so may result in course credit disqualification.

3-2 Programs

The master of business administration (MBA) and the master of science in accounting (MSA) allow interested and qualified students to complete a bachelor's degree and an MBA or MSA in five to six years depending on the undergraduate major. (Degree requirements for some majors necessitate a longer completion time.)

Generally, students in the 3-2 program focus on their bachelor's degree requirements during their first three years, a mix of bachelor's and foundation requirements in the fourth year, and MBA or MSA requirements in the fifth and sixth years. Each degree is awarded once the specific degree requirements are successfully met.

Admission Requirements

Students may enroll in the 3-2 program directly, or any time after the end of their first semester of undergraduate studies. Students entering directly need an SAT combined score of 1200 or higher. Students currently enrolled in a baccalaureate degree program may enter the 3-2 program by meeting the regular MBA or MSA admission criteria of a formula score of 1100 or higher with a minimum GMAT score of 500. (The formula is: undergraduate grade point average x 200, plus the GMAT total score.) Students in the 3-2 program will be required to attain a grade point average of 3.0 or higher after 90 credit hours of undergraduate coursework to remain in good standing and be allowed to continue in the program.

Enrollment in MBA- and MSA-level courses

In either admission path, students may not enroll in MBA- or MSA-level courses until after they have accumulated 90 credit hours of undergraduate coursework. Please refer to the USM graduate catalog for MBA foundation, core, and elective courses, and for MSA common body of knowledge, accounting foundation, MSA required and elective courses. Undergraduate accounting or business administration majors admitted to the 3-2 program may be able to accelerate their programs by enrolling in MBA/MSA foundation courses that can fulfill certain undergraduate requirements. Students should see their academic advisor for details.

Internship Program

School of Business majors are encouraged to participate in an internship to experience on-the-job learning. Employment in a professional setting provides opportunities to apply classroom learning, develop work-related skills, and explore careers. Credit may be received for paid or non-paid positions with new employers, or for new responsibilities with current employers. Credit is not granted for past work experience. Students obtain internship positions by contacting the School of Business internship coordinator or by contacting employers to develop positions. Students are also welcome to discuss internship availability with faculty members and chairs. An intern must work a minimum of 140 hours on-site and be advised by a faculty sponsor during the internship. Under the supervision of a faculty sponsor, the student must prepare a written learning contract that contains a job description, the student's learning goals, self-directed learning activities, and an evaluation process. Grading is pass/fail. Refer to the course descriptions for ACC 395-396, BUS 392-396, FIN 395-396, and RMI 395-396 for prerequisites and restrictions. For further information, contact the School of Business Internship Office at 780-4020.

Bachelor of Science in Business Administration

Requirements for All Majors

In addition to meeting all University requirements, students must earn a grade point average of 2.33 or higher in USM courses applied toward the degree. To ensure that students graduate with a current understanding of their field, upper-level courses taken more than 10 years before the degree is awarded must have Departmental approval for use in the business core or the major.

Students can declare or change a major by completing a form available at the School office. Students declaring a major in general management must select a track at the same time. Double majors are possible as long as the courses applied toward one major are not applied toward the second major (i.e., courses fulfilling major requirements cannot be counted more than once).

Before enrolling in their first School of Business course (ACC, BUS, FIN or RMI designations) requiring junior standing, students majoring in a School of Business major must have junior standing (54 credits completed) and have a minimum grade point average of 2.33 in USM courses. This minimum GPA requirement supersedes any course-specific GPA requirement lower than 2.33.

Overview of course requirements

Core Curriculum (USM requirement)	25 credits
Non-Business Core (School requirement)	17 credits
Business Core (School requirement)	36 credits
Major Requirements	15 credits (19 for accounting)
General Electives	27 credits (23 for accounting)
	TOTAL: 120 credits

Optional first-year seminar

Credits counted as general electives; strongly recommended for recent high school graduates with fewer than 24 credits:

BUS 101 Getting Down to Business (3 credits)

USM Core Curriculum Requirements (25 credits)

Basic Competence

1. English Composition
 - a. Basic Composition—C (3 credits)
 - b. Writing-intensive—W (credits counted elsewhere)
2. Skills of Analysis/Philosophy—E (3 credits)
3. Quantitative Decision Making—D: met by taking MAT 210D (credits counted in the non-business core).

Methods of Inquiry/Ways of Knowing

1. Fine Arts (courses must be from different departments.)
 - a. Performance-centered arts—F: met by taking THE 170F (credits counted in the non-business core).
 - b. History-centered arts—G (3 credits)
2. Humanities
 - a. Literature—H (3 credits)
 - b. Other Times/Other Cultures—I (3 credits)
3. Social Science—J (6 credits from different departments, excludes ECO 101 and 102)
4. Natural Science—K (4 credits)

Non-business Core Requirements (17 credits)

Spreadsheet proficiency: demonstrated by passing ABU 190 Spreadsheets and Problem Solving with a grade of C or higher, or by successfully passing a School of Business spreadsheet proficiency exam. Proficiency must be demonstrated to graduate.

ECO 101J	Introduction to Macroeconomics	(3 credits)
ECO 102J	Introduction to Microeconomics	(3 credits)
MAT 108	College Algebra with C- or higher grade	(4 credits)

Substitutes include a C- or higher grade in MAT 140D or approved higher level math course, passing a CLEP exam, or passing the MAT 108 equivalency exam offered by Academic Assessment.
 MAT 210D Business Statistics with C- or higher grade (4 credits) or C- or higher grade in prior credit for MAT 120D or other approved statistics course.
 THE 170F Public Speaking (3 credits) or other course by permission.

Business Core Requirements (36 credits)

A minimum of 50% of business core courses must be taken at USM, and the student's grade point average for the business core must be 2.33 or higher.

ACC 110	Financial Accounting Information for Decision Making
ACC 211	Managerial Accounting Information for Decision Making
BUS 260	Marketing
BUS 275	Applied Business Analysis
BUS 280	Legal Environment of Business
BUS 340	Managing Organizational Behavior
BUS 345	Information Technology/Management Information Systems
BUS 370	Management Science
BUS 375	Production/Operations Management
BUS 450	Business Policy and Strategy
FIN 320	Basic Financial Management

Select one of the following international courses:

BUS 335	International Business
BUS 361	International Marketing
BUS 382	International Business Law
FIN 330	International Financial Management

Major Requirements (15 or more credits)

At least 50% of credit hours applied to the major must be taken at USM. No more than 3 credits of internship can count toward the major. See descriptions below for specific requirements of each major.

General Electives (23 credits for accounting majors, 27 credits for other majors)

Major in Accounting

The accounting major (19 credits) prepares students for a variety of careers. Students acquire a solid grasp of accounting concepts and practices along with a comprehensive understanding of business. Most important, the program fosters the development of professional skills crucial for career success. Students interested in pursuing a career in public accounting will be prepared to undertake the additional coursework needed to meet the 150-hour requirement. Students interested in preparing to take the CPA exam are encouraged to take Auditing and Assurance (ACC 410) and Governmental and Nonprofit Accounting (ACC 416). Students interested in pursuing a career in industry are encouraged to select electives in Internal Auditing (ACC 315) and Cost Management Systems (ACC 405). Students are encouraged to be active in student organizations such as the School's Accounting and Finance Society.

Accounting Major Requirements

ACC 221	The Financial Accounting Cycle (one credit)
ACC 301	Financial Reporting I
ACC 302	Financial Reporting II
ACC 329	Accounting Information Systems
ACC 413	Concepts and Strategies of Taxation

Accounting Electives (6 credits; select two):

ACC 315	Internal Auditing
ACC 318	Principles of Fraud Examination
ACC 395	Internship I in Accounting
ACC 405	Cost Management Systems
ACC 410	Auditing and Assurance
ACC 416	Governmental and Nonprofit Accounting

- ACC 490 Independent study in Accounting
- ACC 499 Special Topics

Students are encouraged to take the following one credit elective early in their coursework (credit counted as general elective):

- ACC 105/FIN 105 Introduction to the Accounting and Finance Professions

Students must earn a grade point average of 2.5 or higher in the 19 credits applied toward the major.

Major in Finance

The finance major (15 credits) prepares students for careers in corporate finance, investments, financial services, banking, and related fields. Students learn a blend of theoretical and practical concepts and apply this knowledge to real world settings. The program develops analytical and critical thinking skills that will aid students throughout their careers. The flexibility of the major requirements allows students to create self-designed specializations within the major. For example, students interested in pursuing a career in financial services might select FIN 321, FIN 328 or RMI 320, and an internship at a financial services company.

Finance Major Requirements

- FIN 327 Investment Management
- FIN 330 International Financial Management (cannot be counted in core)

Finance Electives (9 credits; at least two courses must be FIN courses)

- FIN 321 Personal Financial Planning
- FIN 328 Financial Institutions and Markets
- FIN 395 Internship I in Finance
- FIN 490 Independent Study in Finance
- FIN 499 Special Topics in Finance
- ACC 413 Concepts and Strategies of Taxation
- ACC 302 Financial Reporting II
- ECO 310 Money and Banking
- BUS 342 Leadership
- BUS 385 Entrepreneurship and Venture Creation
- BUS 485 Managing the Growing Entrepreneurial Venture
- RMI 320 Introduction to Risk Management and Insurance

Students are encouraged to take the following one-credit elective early in their coursework (credit counted as general elective):

- ACC 105/FIN 105 Introduction to the Accounting and Finance Professions

Students must earn a grade point average of 2.5 or higher in the 15 credits applied toward the major.

Major in Marketing

The marketing major (15 credits) prepares business administration students for a wide range of marketing and management careers ranging from client services to new product development and brand management. Separate courses are offered in career areas such as retailing, advertising, sales, and sport marketing. Students acquire a solid grasp of marketing concepts and practices along with a comprehensive understanding of business. Most important, the program fosters the development of professional skills crucial for career success. Students are encouraged to further develop skills by taking the applied courses listed below and being active in student organizations such as the School's Student Marketing Association (SMA).

Marketing Major Requirements:

- BUS 359 Customer Relationship Management
- BUS 365 Consumer Behavior (or BUS 165J plus upper-level marketing elective)
- BUS 369 Marketing Research

Select an applied marketing course:

- BUS 357 Triple Bottom-Line Marketing
- BUS 358 E-commerce
- BUS 362 Market Opportunity Analysis
- BUS 367 Marketing Management
- BUS 392 Internship in marketing
- BUS 398 Marketing Practicum

Select a 3-credit, 300-level or higher marketing elective

Students must earn a grade point average of 2.33 or higher in the 15 credits applied toward the major.

Major in General Management (with choice of tracks)

Students in the general management major (15 credits) select one of four tracks, which either provide broad exposure to management issues or provide a specific industry focus. Each track specifies 9 of the 15 credits in the major, leaving 6 credits for business electives. Students must earn a grade point average of 2.33 or higher in the 15 credits applied toward the major.

Entrepreneurship and Small Business Track

Students in this track graduate with a concentration in entrepreneurship and small business management listed on their transcript. Required courses in this track may not be available at night.

Requirements

- BUS 362 Market Opportunity Analysis
- BUS 385 Entrepreneurship and Venture Creation
- BUS 485 Managing the Growing Entrepreneurial Venture

Select 6 credits of 300-level or higher ACC, BUS, FIN or RMI courses.

International Business Track

Students in this track graduate with a concentration in international business listed on their transcript. Students are encouraged to develop their foreign language skills, to travel abroad, and to obtain a minor in international studies.

Requirements (in addition to the international requirement in the business core)

- BUS 335 International Business

Select 6 credits from

- BUS 361 International Marketing
- BUS 382 International Business Law
- BUS 394 Internship in International Business
- ECO 370 International Economics
- FIN 330 International Financial Management

Approved international experience (e.g., independent study or course taken during a semester abroad)

Select 6 credits of 300-level or higher ACC, BUS, FIN or RMI courses.

Risk Management and Insurance Track

The risk management and insurance track prepares students for careers in the insurance industry (including insurance carriers and underwriters, insurance agencies or brokerages, insurance service fields) and its allied fields, such as banking, financial planning, accounting, real estate, stockbrokerage and third party administration. Students learn a blend of theoretical and practical concepts and apply this knowledge to risk management and insurance. The program develops analytical and critical thinking skills that will aid students throughout their careers.

Requirements:

- RMI 320 Introduction to Risk Management and Insurance
- RMI 330 Health, Life, and Disability Insurance
- RMI 350 Managing Risk with Property and Liability Insurance

Select 6 credits of 300-level or higher ACC, BUS, FIN or RMI courses, including

- RMI 395 Internship in Insurance

Sport Management Track

Students in this track graduate with a concentration in sport management listed on their transcript. Required courses in this track may not be available at night.

Requirements

- BUS 210 Introduction to Sport Management
- BUS 311 Sport Marketing

Select one course from

- BUS 312 Sport Law
- BUS 393 Internship in Sport Management
- BUS 315 Sport Finance and Accounting

Select 6 credits of 300-level or higher ACC, BUS, FIN or RMI courses.

General Management Track

Requirements

Students in this track select 3 credits from each of three different disciplinary areas:

- Marketing (BUS 311, 357-369, 398)
- Management (BUS 342, 346, 385, 485)
- Law (BUS 312, BUS 380, BUS 382)
- Finance (BUS 315, FIN 321-330)
- Accounting (ACC 301-329)
- Risk Management and Insurance (RMI 320-350)

Select 6 credits of 300-level or higher ACC, BUS, FIN or RMI courses.

School of Business Minors

Minor in Accounting

The minor in accounting is designed to permit undergraduate majors from outside the School of Business, as well as non-accounting business administration majors within the School, an opportunity to develop a more in-depth knowledge and skill in accounting.

Students wishing to pursue the minor must obtain a copy of the Authorization for Accounting Minor form from the School of Business, complete and return it to the School of Business advisor, signed by the student's current advisor for his or her major. Completion of at least 12 credits at USM with an overall GPA of 2.33 is required at the time of application. Accounting minors need a 2.33 cumulative grade point average in the five courses taken in the minor. A student may transfer to the minor up to six credit hours of comparable accounting courses.

The minor in accounting is 15 credit hours, including six credit hours required in:

- ACC 110 Financial Accounting Information for Decision Making
- ACC 211 Managerial Accounting Information for Decision Making

And nine credit hours from the following:

- ACC 301 Financial Reporting I*
- ACC 302 Financial Reporting II
- ACC 315 Internal Auditing
- ACC 318 Principles of Fraud Examination
- ACC 329 Accounting Information Systems
- ACC 395 Internship I in Accounting
- ACC 405 Cost Management Systems
- ACC 413 Concepts and Strategies of Taxation
- ACC 416 Governmental and Nonprofit Accounting
- ACC 499 Special Topics in Accounting

Students considering a future MSA are advised to take ACC 301, ACC 302, and ACC 329.

*Students who enroll in ACC 301 are required to complete the prerequisite, ACC 221, The Financial Accounting Cycle. ACC 221 is a one credit hour self-study course and is in addition to the 15 credits for the minor.

Minor in Business Administration

A self-designed minor in business administration (21 credit hours) is available to students in majors outside the School. Students who wish to pursue the minor must complete a declaration form available at the School of Business. The requirements for admission to the minor are completion of at least 12 credits at USM and a grade point average of 2.33 or higher. A student may transfer into the minor up to nine credit hours of acceptable courses. To complete the minor, the student must have a grade point average of at least 2.33 in minor courses. Courses eligible for the minor include: ACC 110, ACC 211, BUS 101, BUS 165J, BUS 200, BUS 210, BUS 260, BUS 280, FIN 190, or 300-level or higher BUS, FIN or RMI courses.

Minor in Information Management

The minor in information management (18 credits) is available to students in majors outside the School, although required courses may not be available at night. The minor develops student skills in information analysis, information retrieval, and informed decision making. Students who wish to pursue the minor must complete a declaration form available at the School of Business. Admission into the minor requires completion of at least 12 credits at USM, a GPA of 2.33 or higher, and spreadsheet proficiency. A student may transfer into the minor up to nine credits of comparable courses. To complete the minor, the student must have a grade point average of at least 2.33 in minor courses:

BUS	260	Marketing
BUS	275	Applied Business Analysis (see course listing for prereqs; substitutes available for ASET students)
BUS	280	Legal Environment of Business
BUS	345	Information Technology/Management Information Systems
BUS	358	Electronic Commerce
BUS	359	Customer Relationship Management: A Data-based Approach

Note: only 12 credits can be applied to both the information management (IM) minor and the business administration (BA) minor; IM students who want a BA minor must take 9 additional credits of eligible business courses at USM.

Certain accounting courses are offered only once a year. Students should inquire about these when developing their academic program.

ABU 180 Introduction to Computing

A first computer course, it introduces computer technology through an extensive exploration of the Windows operating system, computer hardware, and word processing, using IBM compatible computers. Students will utilize e-mail and the Internet in their learning activities. This course is designed for students who lack substantial computer experience and those whose confidence or understanding of computers is somewhat limited. There is substantial hands-on computing required outside of class. Prerequisites: none. Students who have met the School's computer proficiency requirement, e.g., ABU 190, may not enroll. Cr 3.

ABU 190 Spreadsheets and Problem Solving

An examination of problem-solving techniques using modern computer applications software. Primary focus is on the use of electronic spreadsheets as a problem-solving tool, including proper spreadsheet model design and the use of appropriate graphical representation of model results. Other computer problem-solving software is examined. Interpretation and effective communication of results, both written and oral, are practiced. Prerequisite: MAT 051B or equivalent proficiency and computer literacy. Cr 3.

ACC 105 Introduction to the Accounting and Finance Profession

This course provides an introduction to the accounting and finance profession. The course will explore career opportunities available and examine the skills necessary for success in accounting and finance. Certifications such as the CPA, CMA, and CFA will be discussed, and the advantages of membership and participation in professional organizations will be explored. Undergraduate and graduate educa-

tional options will also be discussed. Dialogue will occur with various members of the professional accounting and finance community representing a range of experience levels and a diversity of accounting careers. Pass/fail. Cr 1.

ACC 110 Financial Accounting Information for Decision Making

This course is designed to help students appreciate the role of accountants in providing information helpful to decisions of investors, creditors, government regulators, and others, and how that information can be used. Emphasis is on understanding the meaning and value of the balance sheet, income statement, and statement of cash flows. The role of the auditor, internal controls, and ethical issues are examined. The annual report is used to explore how corporations apply accounting principles in presentations to the public. Prerequisites: minimum of 12 earned credit hours and evidence of successfully meeting the University's writing and mathematics proficiency requirements. Cr 3.

ACC 211 Managerial Accounting Information for Decision Making

This course will provide students with the opportunity to learn basic concepts and accounting systems involved in the use of managerial accounting information in making planning and control decisions in organizations. Basic concepts include different types of costs (e.g., direct, indirect, fixed, variable, and relevant costs). Basic accounting systems include systems for cost allocation (e.g., job-order costing, activity based costing), planning (e.g., cost-volume-profit analysis, master budget), and control (e.g., flexible budgets, variance analysis, responsibility accounting, performance measurement). Prerequisites: ACC 110 and sophomore standing. Cr 3.

ACC 221 The Financial Accounting Cycle

This course serves as a "bridge" between the introductory level (user-focused) financial accounting

course and Financial Reporting I, which is required for the accounting major. The course is primarily conducted as a self-study course facilitated by a self-study guide and related self-study software and on-line quizzes (a qualified graduate student assistant will be available for questions and guidance). The course reviews the complete accounting cycle: the journal entries for typical business transactions including adjusting and closing entries, and the preparation of accounting statements. The course must be completed prior to enrollment in ACC 301/501. Prerequisite: ACC 110 or MBA 502. Cr 1.

ACC 301 Financial Reporting I

An examination of the conceptual framework, the primary financial statements, and the methods and rationale for recording and reporting assets. Emphasis is on the effect of present and potential economic events on the financial statements. The course discusses the advantages, limitations and deficiencies associated with generally accepted principles in connection with presenting decision useful information. Prerequisites: ACC 110, ACC 211, ACC 221 (with a grade of C or higher), and junior standing. Cr 3.

ACC 302 Financial Reporting II

An examination of the methods and rationale for recording liabilities and equity. The course also examines the statement of cash flows. Emphasis is on the effect of present and potential economic events on the primary financial statements. The course discusses the advantages, limitations, and deficiencies associated with generally accepted principles in connection with presenting decision-useful information. Prerequisites: ACC 301 and junior standing. Cr 3.

ACC 315 Internal Auditing

This course focuses on the study of the nature of internal auditing, professional standards, organizational controls, operational auditing, and internal audit reporting. Students will explore the philosophy behind, and the methods needed to evaluate adherence to company policies and the strength of internal controls. The partnership relationship with the external auditor will also be evaluated. Prerequisite: ACC 211 and junior standing. Cr 3.

ACC 318 Principles of Fraud Examination

This course examines the subject of fraud from both management and accounting perspectives. Utilizing a variety of techniques including text, lecture, case studies, guest speakers, and occasional videos, the course seeks to familiarize students with the conditions that facilitate fraud, the profile of the fraud perpetrator, common types of fraud, and methods of prevention, detection, and resolution. Numerous historical cases of fraud are examined. Students are brought to appreciate the prevalence of fraud in current society as well as the almost innumerable ways in which it can be committed. Students entering the business world are provided a perspective for under-

standing and confronting a problem which exists in nearly every organization at some time. Prerequisites: ACC 110 and junior standing. Cr 3.

ACC 329 Accounting Information Systems

This course explores the theory and tools needed to select, use, set up internal controls for, and obtain information from accounting systems. The basic debits and credits of double-entry accounting are reviewed using a manual practice set that includes preparing typical business documents. The business activities performed in the expenditure, production, and revenue cycles are covered together with the documents, internal controls, and reporting needs relevant to each cycle. Significant emphasis is placed on the effects of error on financial reports, the controls needed to prevent and detect errors in accounting systems, and the correction of system errors. The use of small business accounting software is introduced. Students use accounting software to set up accounts, process transactions, and produce managerial and standard financial accounting reports. Prerequisites: ACC 211, ACC 301, and junior standing. Cr 3.

ACC 395 Internship I

The first internship course in accounting is described in the general School of Business catalog text. Prerequisites: junior standing, 2.5 GPA or higher, and permission of a School of Business advisor and instructor. Enrollment is normally limited to accounting and finance majors or minors who have not completed degree requirements. Pass/fail. Cr 3.

ACC 396 Internship II

This is the second internship course in accounting. Prerequisites: 2.5 GPA or higher, and permission of a School of Business advisor and instructor. May petition Department to take concurrently with ACC 395. Enrollment is normally limited to accounting and finance majors who have not completed degree requirements. Credits from this course count as general electives only. Pass/fail. Cr 3.

ACC 405 Cost Management Systems

This course is designed to explore how cost management systems can be used to support competitive strategy in global markets. This is accomplished by providing an understanding of the underlying and fundamental concepts in cost accounting. Group activities and writing are an integral part of this course. Prerequisites: ACC 211 and junior standing. Cr 3.

ACC 410 Auditing and Assurance

This course examines the public accounting profession, auditing standards, and professional ethics. The course explores the process by which an auditor forms an opinion as to the "fairness of presentation" of financial statements, giving an overview of audit evidence and audit evidence accumulation methodology. The course exposes students both to the demand for and supply of the profession's flagship service, financial statement audits, and to the

nature of the value-added assurance and attestation services decision makers demand in the information age. The course illustrates with real companies, links class discussion and assignments to student skills, and encourages unstructured problem solving. This course provides an opportunity for students to study auditing concepts and theory at an advanced level by examining a number of issues, with extensive reading from the auditing research literature, in addition to the textbook material. Prerequisites: ACC 302 and senior standing. Cr 3.

ACC 413 Concepts and Strategies of Taxation

This course provides a conceptual understanding of the federal tax system, and its impact on individuals, corporations, and partnerships. The primary emphasis is on fundamental income tax concepts and principles, with an overview of other taxes. Detailed technical coverage and return preparation are minimized. The economic, political, social, and judicial reasoning underlying tax provisions are explored. Tax issues and changes under current consideration at the national, state, local and international levels are discussed. Basic research skills and methodology are introduced. Prerequisites: ACC 110, ECO 101J, and junior standing. Cr 3.

ACC 416 Governmental and Nonprofit Accounting

An analysis of the environment and characteristics of government and nonprofit organizations, with an in-depth study of the basic concepts and standards of financial reporting for such entities. Financial management and accountability considerations specific to government and nonprofit organizations are emphasized. Prerequisites: ACC 301 and junior standing. Cr 3.

ACC 490 Independent Study in Accounting

Selected topics in the various areas of accounting, auditing, and income taxes may be studied and researched on an independent basis. Enrollment is normally limited to accounting and finance degree candidates. Prerequisites: permission of instructor and program chair and senior standing. Cr 1-3.

ACC 499 Special Topics in Accounting

Prerequisites vary by topic. Cr 1-3.

BUS 101 Getting Down to Business

This course is an integrated, comprehensive overview of the way a business operates and what it takes to manage one. It introduces students to the basic, interdisciplinary knowledge used to run a business—such as finance, marketing, and management—by giving students an extended opportunity to manage a business in a simulated business environment. Students also get experience with, and enhance their ability to work in, self-managed teams. The course is strongly recommended as a first business course for all first-year students who are, or are considering, a major or minor in the School of Business. The course is designed, in part, to accli-

mate the recent high school graduate to USM. It is open to all University students, except those with more than 23 credits or credit for an introductory business course such as BUS 200. Cr 3.

BUS 165J Consumer Studies

This course explores the dynamics of consumption. Emphasis is placed on cultural, sociological, and psychological forces affecting consumers. Other topics: consumer decision making, materialism in society, marketing, and consumer research. Prerequisites: English 100C or 101C or concurrent. Students with credit for BUS 365 may not enroll. When taken by School of Business majors, this course gives general elective credit. Cr 3.

BUS 190 Personal Finance

Primary emphasis is to teach students how to become more knowledgeable and independent over money matters. Topics such as obtaining financial aid, managing student loans, career and education planning, budgeting, credit cards, stock market investing, real estate and insurance will be covered. Upon completing the course, students will be on their way to making better money decisions. This course is open to all USM students. When taken by business or accounting majors, this course will give general elective credit. Cr 3.

BUS 200 Introduction to Business

This course is designed to introduce the student to the contemporary business environment and the variety of typical activities engaged in by business professionals. It explores how different business functions are integrated to accomplish the goals of the business within an increasingly competitive business environment. It is designed for anyone interested in becoming knowledgeable about successful business practices. Students with credit for BUS 101 or other introductory business course may not enroll. This course is intended for non-majors, and is restricted to students with fewer than nine credits in business, finance, and accounting. Business and accounting majors may not enroll without the approval of their academic advisor. Prerequisites: Fewer than nine credits in BUS, FIN and ACC. Must not be in a School of Business major. Must not have credit for BUS 101. Cr 3.

BUS 210 Introduction to Sport Management

This course provides an overview of the business of sports, including career opportunities. The value of professional management to sports organizations is examined. Cr 3.

BUS 260 Marketing

This course is an introduction to the field of marketing. Topics include marketing strategy for products and services, market segmentation, product issues, pricing, promotion, distribution, consumer behavior, marketing research and information systems, international marketing, and nonprofit marketing. Prerequisite: minimum of 24 earned credit hours. Cr 3.

BUS 275 Applied Business Analysis

This course provides students with an understanding of statistical concepts and tools that are critical in business decision making. The discussion and development of each topic are presented in an application setting, with the statistical results providing insights and solutions to real world problems. The coursework requires extensive use of commercially available statistical software. Prerequisite: MAT 108 (C- or higher grade) and MAT 210D (C- or higher grade) or other approved statistics course. Cr 3.

BUS 280 Legal Environment of Business

This course introduces students to the legal system, tort law, product liability, consumer law, labor law, equal employment law, intellectual property law, and other topics. It stresses the social responsibility of business and the legal and ethical framework in which businesses must function. Cr 3.

BUS 303W Career Planning and Development

Students in this course identify and develop career goals and plans while improving their writing skills. Students engage in activities relating to personal and professional interest profiling, interest and employment inventories, interview preparation, resume construction, job searches, and business writing. Prerequisites: junior standing and ENG 100/101C or equivalent course. Cr 2.

BUS 311 Sport Marketing

Basic marketing concepts are applied to sport organizations, both amateur and professional. Topics include promotions and public relations, sport consumer behavior, strategic marketing planning, marketing information management, marketing communications, and sponsorship. Prerequisites: BUS 260 and junior standing. Cr 3.

BUS 312 Sport Law

This course examines the legal system, its terminology, and principles in the context of professional and amateur sports. Emphasis is on identifying and analyzing legal issues, the ramifications of those issues, and the means of limiting the liability of sport organizations. Prerequisites: BUS 280 and junior standing. Cr 3.

BUS 315 Sport Finance and Accounting

Basic theory in finance and accounting is applied to managerial control of sport organizations. Topics include forms of ownership, taxation, financial analysis, feasibility studies, and economic impact studies. Prerequisites: FIN 320. Cr 3.

BUS 335 International Business

Introduction to the global economy and the political and cultural environments of international business. Topics include financial, marketing, and human resource issues in international business. Prerequisites: ECO 101J, ECO 102J, and junior standing. Cr 3.

BUS 340 Managing Organizational Behavior

A survey of the disciplines of management and organizational behavior, and of the practices managers employ in planning, organizing, leading, and controlling organizations. Topics include self-awareness, perception and decision making, individual differences and diversity, motivation, group dynamics, communication, stress, power and politics, organizational design, and change. The environmental context, workforce diversity, the global economy, and managerial ethics are core integrating themes. Prerequisite: junior standing. Cr 3.

BUS 342 Leadership

The purpose of this course is to help students be more effective exercising leadership. To do this, the course will first teach the distinction among leadership, authority, and management, and also among different leadership situations. The course will then provide experiential exercises and exposure to tools and techniques appropriate to the various challenges. Prerequisites: BUS 340 and junior standing. Cr 3.

BUS 345 Information Technology/Management Information Systems

Surveys information/systems technology for the management of corporate information as a resource. Managerial and technical dimensions of information systems are blended in a framework of information technology. Specific topics will evolve with the field but may include data communications, information systems theory, database concepts, and decision support systems. Prerequisites: ABU 190 (C or higher grade or test-out option, and sophomore standing. Cr 3.

BUS 346 Human Resource Management

Analysis of professional practice issues in personnel and human resource management. Students will form in-class enterprises to explore topics including: human resource planning, recruitment, staffing, performance appraisal, compensation and reward system design, training and development, employee rights and safety, labor-management relations, and legal and international dimensions of human resource management. Prerequisite: junior standing. Cr 3.

BUS 357 Triple Bottom-Line Marketing

How can marketers manage for the triple bottom line of financial, environmental, and social performance? This asynchronous, online course begins with an exploration of sustainable business (i.e., the pursuit of profits without causing pollution or social inequity). The course ends by examining green consumer behavior and the interrelationship between environmental issues and marketing strategy. Prerequisites: junior standing and BUS 260 or instructor's permission. Cr 3.

BUS 358 E-Commerce

This course examines various business models used in electronic commerce, provides an understanding of how an e-presence is established, and explores

the strategic use of e-commerce in a global environment. Students will develop skills in establishing a Web presence for a business and business planning. Prerequisites: BUS 260, BUS 345, and junior standing. Cr 3.

BUS 359 Customer Relationship Management

Customer relationship management (CRM) involves the strategic use of people, technology, and processes to select, acquire, and retain customers to maximum profit. This course emphasizes the link among CRM, database marketing, and customer value and also develops students' skills in database design, selection, and data analysis. Prerequisites: BUS 260, BUS 275 (or MAT 212), BUS 345, and junior standing. Cr 3.

BUS 361 International Marketing

This course addresses the critical marketing skills required for business survival in today's world economy. It deals with international environments, international marketing management, and links international marketing with a company's overall strategic planning activities. Practical case work or a computer simulation will be used to apply international marketing concepts. Prerequisites: BUS 260 and junior standing. Cr 3.

BUS 362 Market Opportunity Analysis

In this course, student teams evaluate case studies and work with a local business to analyze formally a market opportunity. Areas of analysis include target market identification, industry trends, demand analysis, capacity and fit issues, competitive analysis, and forecasting. Prerequisites: BUS 260 and junior standing. Students are encouraged to take BUS 365 and BUS 369 before BUS 362. Cr 3.

BUS 363 Advertising

Students will explore the evolution of advertising; forms and medium used and their relationship to the product, the climate, the target market, all within the framework of the marketing concept. Prerequisites: BUS 260 and junior standing. Cr 3.

BUS 364 Professional Selling

This course is designed to equip students with the fundamental understanding of the role of professional selling within all types of organizations with an emphasis on development of communication, relationship building, and presentation skills. The course is interactive/"hands on" and will include: video case studies; role playing; sales presentations; guest lectures; use of PowerPoint; use of sales management software; group presentations; mini lectures; and Internet research. Prerequisites: BUS 260 and junior standing. Cr 3.

BUS 365 Consumer Behavior

This course examines alternative explanations of consumer behavior. Emphasis is placed on cultural, sociological, and psychological influences on consumption. Other topics include consumer decision

processes and the way managers use consumer characteristics to segment the market and develop marketing plans. Prerequisites: BUS 260 and junior standing. Students with credit for BUS 165J may not enroll. Cr 3.

BUS 366 Retail Management

Students examine the use of merchandise and service to satisfy the needs of targeted consumers in a competitive retail environment. Topics include marketing strategy, merchandising, location, store management, non-store retailing, pricing and financial analysis, organizational structure and human resources, and information systems. Prerequisites: ACC 110, BUS 260 or instructor permission, and junior standing. Cr 3.

BUS 367 Marketing Management

Students gain experience making marketing decisions as members of teams. The emphasis is on applying a management perspective to marketing decision making. Students must integrate knowledge from other functional disciplines into a strategic marketing planning framework. Prerequisites: BUS 260, any 300-level marketing course, and junior standing. Cr 3.

BUS 369 Marketing Research

Students learn the benefits of marketing research as a management planning and evaluative tool. Topics include problem formulation, research design, sampling, data collection and analysis, and managerial interpretation of the findings. Major emphasis is on quantitative aspects of the marketing research process. Students gain knowledge of the marketing research process through completion of a marketing research project and lab work with statistical software. Prerequisites: ABU 190 (C or higher grade) or test-out option, BUS 275 or MAT 212, BUS 260, and junior standing. Cr 3.

BUS 370 Management Science

This course examines the role, perspective, and commonly used tools of quantitative analysis in business decision making. Emphasis is placed upon developing students' abilities to recognize the need for quantification; formulate business problems quantitatively; select and test computer-based, decision-support system models; collect meaningful data; and interpret the implications of analysis results. Prerequisites: ABU 190 (C or higher grade, or test-out option), BUS 275 or MAT 212, 2.0 GPA and junior standing. Students with credit for BUS 270 or BUS 371 may not enroll. Cr 3.

BUS 375 Production/Operations Management

An examination of the role of operations within manufacturing and service organizations. Emphasis is placed upon recognizing operational opportunities and tradeoffs, and employing quantitative and qualitative tools and decision-support systems to assist strategic and operational decision making. Topics include: process design, quality manage-

ment, capacity planning, supply chain management, and production planning. Prerequisites: ABU 190 (C or higher grade) or test-out option, BUS 275 or MAT 212, BUS 370 (or concurrent), 2.0 GPA and junior standing. Cr 3.

BUS 380 Advanced Legal Issues in Business

This course will cover negotiable instruments, contract law, trusts and estates, property law, and other legal topics. This course is intended to provide detailed study of many important legal issues facing businesses. Prerequisite: BUS 280, junior standing, or permission of the instructor. Cr 3.

BUS 382 International Business Law

An examination of legal issues affecting international business transactions. Topics include contracts, sale of goods, letters of credit, regulation of imports and exports, business competition law, protection of intellectual property rights, and ethical issues. Prerequisites: BUS 280 or equivalent, and junior standing. Cr 3.

BUS 385 Entrepreneurship and Venture Creation

This course is about starting a business and about the benefits and costs, both personal and professional, of an entrepreneurial career. Students learn how to establish start-up teams, identify opportunities, and obtain resources. The course involves written self-appraisals, case analyses, team work, and presentations of comprehensive business plans. Prerequisites: ACC 110, ACC 211 or permission, BUS 362 (or permission), and junior standing. Cr 3.

BUS 392 Internship in Marketing

See BUS 395 description for requirements. Cr 3.

BUS 393 Internship in Sport Management

See BUS 395 description for requirements. Cr 3.

BUS 394 Internship in International Business

See BUS 395 description for requirements. Cr 3.

BUS 395 Internship I

This is the first internship course in business administration. Prerequisites: junior standing, 2.33 GPA or higher, and permission of a School of Business advisor and instructor. Enrollment is limited to baccalaureate School of Business majors who have not completed degree requirements. A maximum of six internship credits may be used toward the degree. Cr 3.

BUS 396 Internship II

This is the second internship course in business administration. Prerequisites: BUS 395, 2.33 GPA or higher, and permission of a School of Business advisor and instructor. Enrollment is limited to baccalaureate School of Business majors who have not completed degree requirements. A maximum of six internship credits may be used toward the degree. Credits from this course count as general electives only. Cr 3.

BUS 398 Marketing Practicum

Working in self-directed teams, students carry out a marketing project to meet the goals of a partner in the business community. As part of the course, students are to generate publicity for the school and formally present the results of the project to their external partners. The course emphasizes problem-based learning and the development of professional skills. If more than 3 credits are earned, the extra credits count as general electives. Students are encouraged to take BUS 365 and BUS 369 before this course. Prerequisites: BUS 260, any 300-level marketing course, GPA of 2.5 or higher, junior standing, or instructor permission. Cr 3.

BUS 399 Special Topics in Business

Prerequisites vary. Cr 1-3.

BUS 450 Business Policy and Strategy

An in-depth examination of the strategic management process in large complex organizations. Case study analysis and discussion are used to provide students with opportunities to learn and to apply strategic management theories and concepts. These include competitive analysis, value-chain analysis, generic business strategies, corporate strategy, and global strategy. Prerequisites: BUS 260, BUS 340, FIN 320, GPA 2.33 or higher, and senior standing. Cr 3.

BUS 485 Managing the Growing Entrepreneurial Venture

An interdisciplinary course emphasizing the application of entrepreneurial management concepts and strategies to the growth-oriented small business beyond the start-up stage to eventual maturity and harvest. Topics include venture opportunity analysis, stages of small business growth, making the transition from entrepreneur to entrepreneurial manager, formulating and implementing growth strategies, building an effective organization, marshaling organizational and financial resources for growth, managing under adversity, and managing rapid growth. Prerequisites: BUS 340, BUS 260, FIN 320, and senior standing. Cr 3.

BUS 490 Independent Study

Selected topics in business administration may be studied and researched on an independent basis. Enrollment is normally limited to business administration degree candidates. Prerequisites: junior standing and permission of instructor and Department chair. Cr 1-6.

FIN 105 Introduction to the Accounting and Finance Profession

See ACC 105 for requirements. Pass/fail. Cr 1.

FIN 320 Basic Financial Management

This course is a balanced introduction to the theory and practice of financial management. It prepares students to make basic financial decisions and understand the decisions of others. Topics include time value of money, capital markets, risk and

return, stock and bond valuation, capital budgeting, capital structure, and working capital management. Prerequisites: ACC 211 (or concurrent), ECO 101J, ECO 102J (or concurrent), BUS 275 or MAT 212 (or concurrent), and junior standing. Cr 3.

FIN 321 Personal Financial Planning

This course begins to prepare students for a career as a professional financial planner by providing fundamental concepts and principles of personal financial planning, applied with a quantifiable approach to achieving client objectives. Topics include general principles of financial planning, the changing nature of the financial services environment, code of ethics and professional responsibility, credit and debt management, budgeting, personal taxes, employee benefit planning, goal attainment, investment planning, risk management through the purchase of insurance, retirement planning, and estate planning. The course will include casework and current financial planning problem scenarios. Prerequisites: FIN 320 and junior standing. Cr 3.

FIN 326 Financial Modeling

Introduces principles and techniques for building and implementing financial models. Topics are drawn from a variety of areas: financial planning, investments, derivatives, and corporate finance. The course emphasizes the application of financial modeling techniques in identifying and implementing business solutions. The course will be of special interest to students seeking hands-on experience constructing financial models. Prerequisites: FIN 320 and junior standing. Cr 3.

FIN 327 Investment Management

Introduction to the securities markets, investment media, and strategies for managing individual and institutional investment portfolios. Special attention is directed to the risk and rate-of-return aspects of corporate stocks and bonds, government bonds, options, futures, and mutual funds. Prerequisites: FIN 320 and junior standing. Cr 3.

FIN 328 Financial Institutions and Markets

A comprehensive survey of the structure of the financial markets and the role of bank and nonbank financial institutions in the financial system. Topics address the financial markets as allocators of funds and distributors of risks, asset choices of financial institutions, and contemporary issues facing financial institution managers. Prerequisites: FIN 320 and junior standing. Cr 3.

FIN 330 International Financial Management

This course focuses upon financial management of the multinational corporation with assets domiciled abroad. The financial dimensions of multinationals require extensive knowledge of how to manage foreign exchange-denominated assets and liabilities and how to borrow money and issue stock in foreign countries. Thus, a basic overview of foreign exchange theory, balance of payments adjustment

mechanisms, and international trade theory is provided. Other topics include: international import and export financing, international working capital management, multinational capital budgeting, and international cost of capital. Prerequisites: FIN 320 and junior standing. Cr 3.

FIN 395 Internship I

The first internship course in finance is described in the general School of Business catalog text. Prerequisites: junior standing, 2.5 GPA or higher, and permission of a School of Business advisor and instructor. Enrollment is normally limited to finance majors who have not completed degree requirements. Pass/fail. Cr 3.

FIN 396 Internship II

This is the second internship course in finance. Prerequisites: 2.5 GPA or higher, and permission of a School of Business advisor and instructor. May petition Department to take concurrently with FIN 395. Enrollment is normally limited to accounting and finance majors who have not completed degree requirements. Pass/fail. Cr 3.

FIN 490 Independent Study in Finance

Selected topics in the various areas of finance may be studied and researched on an independent basis. Enrollment is normally limited to accounting and finance degree candidates. Prerequisites: permission of instructor and program chair and senior standing. Cr 1-3.

FIN 499 Special Topics in Finance

Prerequisites vary by topic. Cr 1-3.

RMI 320 Introduction to Risk Management and Insurance

This course introduces students to the nature of risk, risk identification, general risk management techniques, and the management of risk through insurance. It covers why the individual or corporation purchases insurance, what constitutes an intelligent insurance plan, and what products are available in the insurance marketplace. This course is designed for non-majors and is a prerequisite for more advanced risk management and insurance courses. Prerequisites: MAT 210D. Cr 3.

RMI 330 Health, Life, and Disability Insurance

This course covers health, life, and disability insurances from the perspective of insurance providers, employers, and consumers. Individual and group health insurance product management and the relationship between product characteristics and insurance company investments, financing, and marketing decisions are discussed. Managed care techniques, benefit package design, and cost sharing mechanisms are assessed in the context of resolving incentive conflicts and meeting cost-containment objectives. The basic principles underlying life insurance are covered as well as the various types and policy provisions for life insurance. Short-term

and long-term disability insurance, definitions of disability, and various policy provisions for individual and employer provided group disability insurance are discussed. Evaluation of insurance company financial strength and the impact of regulation on company management and behavior are considered. Prerequisite: RMI 320. Cr 3.

RMI 350 Managing Risk with Property and Liability Insurance

This course examines the many commercial property and liability exposures faced by businesses. An emphasis is placed on using commercial property and liability insurance as a method of reducing, managing, and transferring business risk. Topics include commercial general liability, business automobile, workers' compensation, commercial property, business income, and business owner's insurance. The legal environment of property and liability insurance and risk financing are considered. The fundamental structure and business of property casualty insurance are discussed. Prerequisite: RMI 320. Cr 3.

RMI 395 Internship I

The first internship course in risk management and insurance is described in the general School of Business catalog text. Prerequisites: junior standing, 2.33 GPA or higher, and permission of a School of Business advisor and instructor. Enrollment is normally limited to general management majors in the risk management and insurance track who have not completed degree requirements. Pass/fail. Cr 3.

RMI 396 Internship II

This is the second internship course in risk management and insurance. Prerequisites: 2.33 GPA or higher, and permission of a School of Business advisor and instructor. May petition Department to take concurrently with RMI 395. Enrollment is normally limited to general management majors in the risk management and insurance track who have not completed degree requirements. Pass/fail. Cr 3.

Master of Business Administration

Graduate Programs Director: Alice B. Cash

The master of business administration program is designed to prepare students for positions in business and not-for-profit organizations. The program emphasizes the skills needed to inform and guide organizational change, the development of interpersonal skills and written and oral communications skills, an appreciation for the ethical context of professional practice, and acquisition of the analytical and critical thinking tools of general management. Students will have the opportunity to develop cross-functional business solutions to real world problems.

The MBA program is comprised of 30 credit hours of core courses and 9 credit hours of elective courses. In addition, 15 credit hours of foundation courses may be required, depending on a student's previous academic background. Please refer to the graduate catalog for further information.

Master of Science in Accounting

Graduate Programs Director: Alice B. Cash

The master of science in accounting program is designed to prepare students to meet the challenges of the rapidly changing accounting profession. The MSA program is suitable for individuals currently working in the profession, and for those desiring to start or return to a career in accounting. The program is appropriate for students from a variety of educational backgrounds including liberal arts and engineering, as well as business and accounting. The MSA program will provide students with a strong conceptual and applied understanding of accounting that integrates technical knowledge with ethical professional judgment.

The MSA program is comprised of 24 credit hours of core courses, and 6 credit hours of elective courses. In addition, up to 25 credit hours of accounting and business foundation courses may be required, depending on a student's previous background. Please refer to the USM graduate catalog for further information.

Maine Center for Business and Economic Research

Director: Bruce H. Andrews

Associate Director: Charles S. Colgan

Senior Research Associates: Aiello, Andrews, Artz, Barringer, Bennett, Colgan, Grover, Heiser, Hillard, Jensen, Sanders, Smoluk, Suleiman, Voyer

The Maine Center for Business and Economic Research (MCBER) was originally formed in 1974 as an EDA University Center, and now serves as a conduit for bringing the expertise and skills of faculty from the Business School, the Muskie School, and other academic units at USM to the challenges and opportunities facing the public and private sectors in Maine. As a joint center managed by the School of Business and the Muskie School of Public Service, MCBER is dedicated to helping the state prosper.

Supported by both public and private sources, the Center offers applied research and technical assistance services to Economic Development Districts, profit and nonprofit organizations, and individuals. These services include: survey-based research, economic impact analysis, forecasting, strategic planning, program evaluation, statistical/quantitative analysis, simulation modeling, feasibility studies, risk management, market research, financial/economic modeling, and other forms of customized business/economic analysis. For additional information, contact the Maine Center for Business and Economic Research, University of Southern Maine, P.O. Box 9300, Portland, ME 04104-9300, (207) 780-4187, www.usm.maine.edu/cber.

Center for Entrepreneurship

Director: Valarie C. Lamont

In November 1996 the Board of Trustees of the University of Maine System approved the creation of the Center for Entrepreneurship. Housed within the School of Business, the Center is simultaneously developing academic courses for undergraduate students and noncredit offerings to serve the needs of start-up and existing businesses statewide. In partnership with the Heart of Maine, the Center sponsors the FastTrac® business development program in Maine. The Center also sponsors participation in the Price-Babson Fellows Program at Babson College and hosts the USM Student Business Plan Competition. More information can be found on the Center's Web site at www.usm.maine.edu/cesb or by contacting the Center for Entrepreneurship Office at the University of Southern Maine, 68 High Street, Portland, ME 04101, (207) 780-5919.

Maine Small Business Development Centers

State Director: Mark Delisle; *Associate State Director:* Carolyn Arcand

Maine Small Business Development Centers (Maine SBDC) and its tech-focus group, Maine Small Business and Technology Development Centers (Maine SBTDC), provide comprehensive business management assistance, training, and resource and information services to Maine's micro, small, and technology-based business communities. Professional certified business counselors, who meet rigorous education and business experience standards, provide business assistance at no cost to Maine's existing and prospective business owners.

Maine SBDC/SBTDC is a partnership program of the U.S. Small Business Administration (SBA) in association with the SBA/SBDC, Maine Department of Economic and Community Development (Maine DECD), the University of Southern Maine (USM), and leading economic and/or community development hosting organizations, with support from other contractors, allies, and stakeholders. Accredited by the Association of Small Business Development Centers (ASBDC) and administered by USM's School of Business for 30 years, Maine SBDC/SBTDC operates a network of 12 service centers and numerous outreach offices located conveniently throughout the state.

Maine SBDC/SBTDC's mission is to engage itself and others in development activities that contribute to the improvement of the economic climate for and the success of micro, small, and technology-based businesses in the state of Maine. Its focus is to assist in the creation, growth, and maintenance of viable small businesses and the jobs these businesses provide. Maine SBDC/SBTDC serves those seeking assistance who are willing and able to build, sustain, and/or expand their business. More information about the Maine SBDC/SBTDC can be found at www.mainesbdc.org or by calling (207) 780-4420. Maine SBDC state administrative offices are located at 68 High Street, Portland. Mailing address: P.O. Box 9300, Portland ME 04104-9300.

Center for Real Estate Education

Director: Valarie C. Lamont

The Center for Real Estate Education (CREE) provides prelicensing and continuing education courses in real estate, appraisal, banking, and property management. Courses are delivered using a variety of formats, including live classroom, public television, video, computer, Internet, and correspondence courses. Real estate courses can be used for academic credit. Persons interested in additional information may contact the Center for Real Estate Education, University of Southern Maine, 68 High St., Portland, ME 04101, (207) 228-8400, <http://cree.usm.maine.edu>.