PROFESSIONAL SKILLS — BMET 2110

A. Course Description

- Credits: 2.00
- Lecture Hours/Week: 2.00
- Lab Hours/Week: 0.00
- OJT Hours/Week: 0
- Prerequisites: None
- Corequisites: None
- MnTC Goals: None

This course will consist of class lecture, practical exercises and reflective compositions. The student will focus on the professional skills necessary to thrive in the Healthcare Technology Management field.

B. Course Effective Dates: 5/21/14 – Present

C. Outline of Major Content Areas

As noted on course syllabus

D. Learning Outcomes

1. Communication
2. Customer satisfaction
3. Employee performance standards and skills
4. Goals
5. Motivation
6. Professional ethics
7. Professionalism
8. Stress management
9. Teamwork
10. Time management

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

F. Learner Outcomes Assessment

As noted on course syllabus
G. Special Information

None noted