Introduction to Online Catalog User Guide

The E-Catalog is publicly accessible and does not require an account for general use.

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Catalog Home Page



Key Features [open browser to Macomb Community College Catalog site: http://ecatalog.macomb.edu]

• Three parts:

Header: macomb.edu information/links Search: search the catalog Navigation: links display catalog information

- Current & archived catalogs (shown in dropdown menu)
 College Catalog 2017-2018
 - College Catalog 2017-2018
- Every page in the catalog will have at least two icons in the upper-right corner



Searching the Catalog

Catalog Search:

	Macomb Community College Education • Enrichment • Economic Development	Future Stu	udents Current Students
	Discover. Connect. Advance."	Choose a Program	Visit our Campuses Apply for
Catalog Search Field	Catalog Search Search Catalog Advanced Search	ege Catalo	og 2020-2021

• Allows you to search entire catalog by keyword

Advanced Catalog Search:

		qe			E Apply	@ Contact	Search	۹
	Education • Enrichment • Economic Development		Future Students	Current Student	ts Busines	ss Coi	mmunity	Alumni & Donors
	Discover. Connect. Adve	ince.			Career ar	nd Education	Personal Intere	sts Youth Programs
	Catalog Search				College Catalog 2	2020-2021		•
This screen	Search Catalog Q	Catal	og Search					?
appears	Catalog Home							
when you	Academic Programs	Search Opt						
click on	Course Descriptions	Choose sea	rch locations to narrow or e	expand your search.				
Advanced	Course Offerings	Enter a key	word or phrase	Search Locations	ר			
Search	Degree & Certificate Requirements About Macomb Academic Information	Find wh	ole word or phrase only.	Courses [Show Programs Hierarchy Item	` `≻		e Search Lo or expand y	cations to your search
-		-ind whole	word or phrase only.	box to				

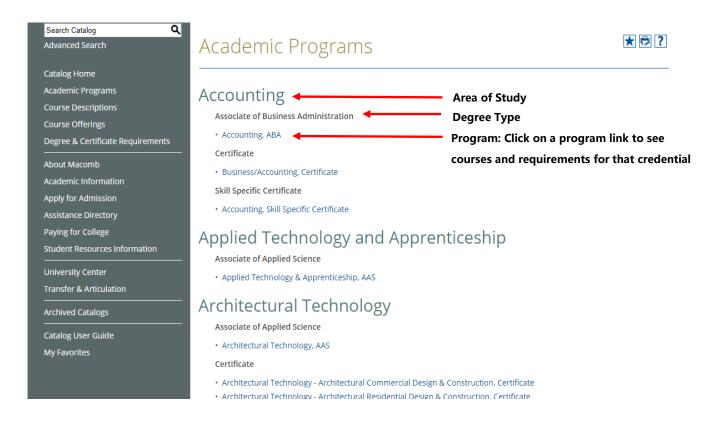
search for an exact match for a keyword or phrase

Both Catalog Search & Advanced Search return Search Results in 5 areas:

- 1. Courses Prefix/Code Matches
- 2. Courses Keyword/Phrase Matches
- 3. Programs Keyword/Phrase Matches
- 4. Hierarchy Items Keyword/Phrase Matches
- 5. Other Content Keyword/Phrase Matches

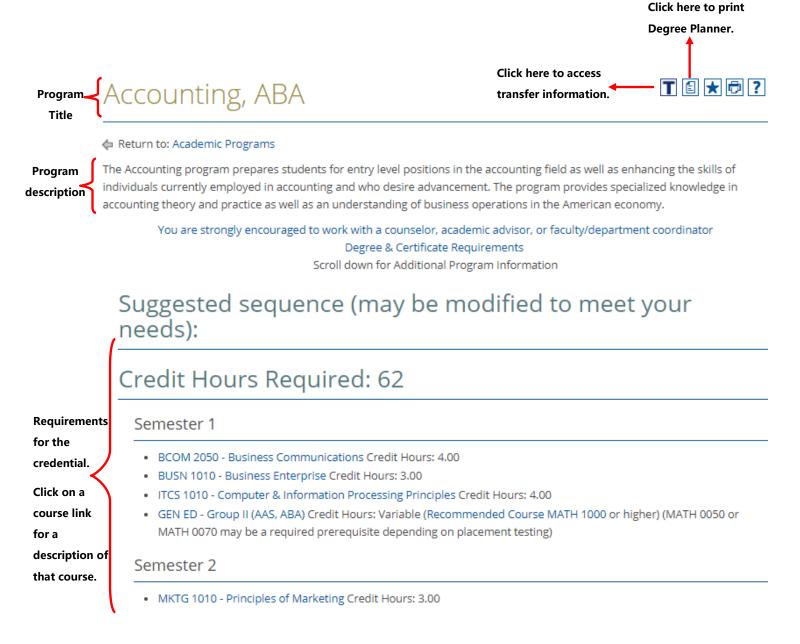
	Education • Enrichment • Economic Devel Discover. Connect. Addr	opment	Future Students	Current Student	Apply s Business	@ Search Contact Community	Q Alumni & Donors
	Catalog Search Search Catalog Q Advanced Search Catalog Home Academic Programs Course Descriptions Course Offerings	 Assoc Assoc Assoc Assoc Assoc 	Degree Some pages feature links at the top of the page that will				
Left-hand Navigation: Select any page to browse more information	Degree & Certificate Requirements About Macomb Academic Information Apply for Admission Assistance Directory Paying for College Student Resources Information University Center Transfer & Articulation Archived Catalogs Catalog User Guide My Favorites	The Assoc Requirem • Minim • Minim • AND EITH • Minim • A	ssociate of Arts Degree is intended to provide a basic foundation for a Bachelor of Arts Degree program. irements /inimum cumulative grade point average of 2.0 /inimum 15 credit hours earned at Macomb				take you directly to that ^{orogram.} topic
	Page Header: Corresponds to the links within the Left-hand Navigation	Cours	ses required in a college or uni ents are strongly encouraged to		nselor or academic Icon	advisor for guidance ir s in upper right co ld the page to 'M int-Friendly Page	n following transfer

Academic Programs



The 'Academic Programs' link will navigate to a list of all Programs sorted by:

- Area of Study
- Degree Type



After suggested sequence the Additional Program Information is listed.

Accounting - Additional Program Information

				Program	Options	
	Credential	Title		Credit Hours Required	Notes	
Program options available	Associate of Business Administration	Accounting		62	Designed for transferring into a Bachelor of Busine Administration program or entry into the field of Accou	
with links to	Certificate	Business / Account	ting	44	Designed for entry-level positions or furthering one's ca	
each Credential.	Skill Specific Certificate	Accounting		19	Designed for entry-level positions or furthering one's o	
				C		
r -	Contact Title	Name		Contact In Phone	E-mail	Location
	Professor	Fred Jex	5.9	6.286.2171	jexf@macomb.edu	Location Center Campus
Contact	Professor	Shirley Glass		6.445.7154	glasss@macomb.edu	South Campus
information	Professor	William Callaghan		6.286.2135	callaghanw@macomb.edu	Center Campus
	Professor	Brian Newman		6.445.7309	newmanb@macomb.edu	South Campus
Additional Program Information	individuals currentl accounting theory a Program Oute Upon completion o 1. In the Area of Co Present account Isten effective Listen effective Corganize and 3. In the Area of Cri Solve diverse Read, critique 4. In the Area of Wo Deal effective exams. Career Oppor • Accounting Students intending	y employed in accounti and practice as well as a comes: f this program, the stud mmunication: unting views in writing. unting views through or vely. oup Work and People S group dynamics and wo ict in group work. I delegate tasks in group tical Thinking: and unstructured acco a, and judge the value of orking Under Pressure: ely with imposed pressu tunities: Pathways: to transfer and comple	ing and v an under dent will i ral comm kills: ork effect p work. unting p of written ure and d	who desire ad standing of b be able to: nunication. ively with per roblems. accounting to leadlines for helor's degre	ions in the accounting field as well as e lvancement. The program provides spe susiness operations in the American ec ople to solve accounting problems. work. accounting quizzes, homework, group e need to make early decisions concerr ake these decisions early are more like	ecialized knowledge in onomy. work, practice set, and



Print to use the degree planner.

Student ID: Student Name: Adviser Name:			Catalog: College Ca Program: Accounti Minimum Credits I	ng, ABA		
Accounting						^
The Accounting prog individuals currently	gram prepares students f employed in accounting	or entry level po and who desire	sitions in the accounting fiel advancement. The program	d as well as enhance provides specialize	ing the skills d knowledge	of
accounting theory at	nd practice as well as an	understanding o	f business operations in the	American economy		
You are	strongly encouraged to		selor, academic advisor, or rtificate Requirements	faculty/department	coordinator	
	St		ditional Program Informatio	on		
Suggested se	equence (may l	oe modifie	d to meet your n	eeds):		
Credit Hour	s Required: 62					
Semester 1						
Course Name			Credit Hours:	Term Taken	Grade	Gen Ed
BCOM 2050 - Busin BUSN 1010 - Busine	ess Communications ss Enterprise		Credit Hours: 4.00 Credit Hours: 3.00		_	
ITCS 1010 - Comput	er & Information Proces	sing Principles	Credit Hours: 4.00			
1000 or higher) (MA	(AAS, ABA) (Recommend TH 0050 or MATH 007 ing on placement testing	o may be a requi		e		
Semester 2						
Course Name			Credit Hours:	Term Taken	Grade	Gen Ed
MKTG 1010 - Princip	ples of Marketing bles of Accounting 1 (Exp	loratory Course)	Credit Hours: 3.00 Credit Hours: 4.00		_	
(Critical Course min	imum grade C is recomn	ended for future	:			
success but is not re GEN ED - Group LA	quired to receive credit) (AAS, ABA)		Credit Hours: Variable	e	_	
MGMT 1010 - Princi	ples of Management		Credit Hours: 3.00			
Semester 3						
Course Name			Credit Hours:	Term Taken	Grade	Gen Ed
ACCT 1090 - Princip ACCT 2300 - Federa	les of Accounting 2 I Income Tax-Individual		Credit Hours: 4.00 Credit Hours: 4.00			
ECON 1160 - Princip	oles of Economics 1 (Req					
ED Group III) BLAW 1080 - Busin	ess Law 1		Credit Hours: 4.00			
Semester 4						
			Credit Hours:	Term Taken	Grade	Gen Ed
Course Name ACCT 1150 - Micros ACCT 2220 - Manag	omputer Applications in	Accounting	Credit Hours: 3.00		_	
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transfer destination. Statistics show that students who make these decisions early are more likely to persist to graduation than thei undecided counterparts. Students planning to transfer credits earned at Macomb are strongly urged to see a counselor or academic dvisor as early as possible in their college careers. Transfer Plan Database

Course Descriptions

	Course Descriptions	*
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Course Descriptions (Continued)

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	COURSES SECTIONS
Term	
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2020 Spring/Summer	Set your preferred search language.
Subject	Intro to Cultural Anthropology ANTH-1100-V0801 (ANTH-1100-V0801) Undergraduate, 2020 Spring/Summer Term
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About 14 results

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Course Descriptions (Continued)

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Accounting

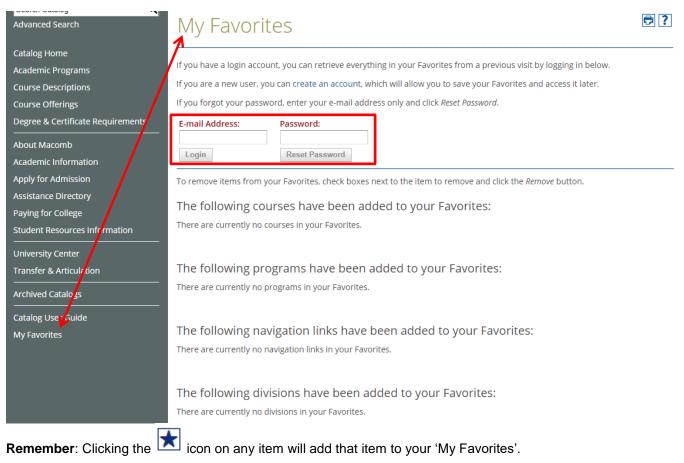
- ACCT 1050 Financial Record Keeping
- ACCT 1070 Accounting for Entrepreneurs
- ACCT 1080 Principles of Accounting 1
- ACCT 1090 Principles of Accounting 2
- ACCT 1150 Microcomputer Applications in Accounting
- ACCT 2180 Intermediate Accounting 1
- ACCT 2190 Intermediate Accounting 2
- ACCT 2270 Managerial Accounting
- ACCT 2300 Federal Income Tax-Individual

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Macomb Community College	College Catalog 2020-2021
Course Descriptions	Expand All Courses Print this Page
Course Information	
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My Favorites (Continued)

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Architectural Technology-Architectural Commercial Design [College Catalog 2015-2016]		User has saved
	Remove	to their 'My
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Macomb Community College	College Catalog 2020-2021
Business Management, ABA	T Print this Page
The Business Management program is designed to provide both a pra- business world. This program enables students to enter the field of ma managers. Important management applications and techniques, histo organizational relationships are emphasized.	anagement and/or further their careers as supervisors and
You are strongly encouraged to work with a counselor, aca	idemic advisor, or faculty/department coordinator
Degree & Certificate F	<u>Requirements</u>
Scroll down for Additional P	rogram Information
Suggested sequence (may be modified t Credit Hours Required: 62	o meet your needs):
Semester 1	
BUSN 1010 - Business Enterprise Credit Hours: 3.00 (Estimated for the second seco	xploratory Course)
BCOM 2050 - Business Communications Credit Hours: 4.00	
 ITCS 1010 - Computer & Information Processing Principles Credit Hours: 4.00 	
 <u>GEN ED - Group II (AAS, ABA)</u> Credit Hours: Variable (or MATH 0070 may be a required prerequisite dependin 	<u>Recommended Course MATH 1000</u> or higher) (MATH 0050 ng on placement testing)
Semester 2	
MGMT <u>1155 - Human Resources Management</u> Credit Ho	Jurs: 3.00
<u>MKTG 1010 - Principles of Marketing</u> Credit Hours: 3.00	D
 MGMT 1010 - Principles of Management Credit Hours: a 	

Catalog Help

Acalog ACMS™ Online Help

This document contains help on the following topics:

- 1. Selecting a Different Catalog
- 2. Searching the Catalog
- 1. Search Options
- 3. Browsing the Catalog

Printing Pages of the Catalog

- 4. Using the Favorites Feature
 - 1. Create a Favorites Account
 - 2. Login and Logout of Favorites Feature
 - 3. Edit Your Favorites Profile

For additional help, please contact support.

1. Selecting a Different Catalog

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There may be more than one catalog available from the Macomb Community College system e-catalog Gateway at a time. If there is more than one, you will see a dropdown box toward the top of the page with the name of the current catalog. Clicking the dropdown box provides access to other available catalogs. Selecting an alternate catalog will load it into the Gateway. If you do not see the dropdown box, then only a single catalog is currently published.

You may add information from any of the available catalogs to your own personal Favorites. See below to learn more about Using the Favorites Feature.

2. Searching the Catalog

The Catalog Search (shown at the top of the navigation) allows quick retrieval of catalog content that matches your interests.

To use the Catalog Search, simply enter a search keyword or phrase and press ENTER. The search will find any matching content in the catalog including courses, programs, divisions, areas of study or other narrative content.

2.1. Search Options

Search options are available by clicking on the Advanced Search link below the regular search form or by clicking the Modify Search Options link after performing a search. The search options offer more precise searching of the catalog content.

To limit your search to only specific types of catalog content, check only the checkboxes for content categories you wish to include in your search.

Check the "Whole Word/Phrase" check box to search for an exact match for a keyword or phrase. For instance, entering "bio" will only return hits in which the term "bio" stands alone; it will not return any instances of the term "biology". The same is true if you enter a phrase.

By clicking the Help icon in the top right of any page, you are taken to a detailed description of the help topics shown there.

Still have questions? For help with My Favorites email: curriculummanager@macomb.edu.

For help with the College Catalog or the Workforce & Continuing Education Catalog, email: <u>answer@macomb.edu</u>.

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