MAKE THE MOST OF YOUR TIME AT UTM!

We want to help you maximize your university experience, so we’ve pulled together information and interesting suggestions to get you started. As you review the chart on the inside pages, note that many of the suggestions need not be restricted to the year they are mentioned. In fact, activities such as joining an academic society, engaging with faculty and seeking opportunities to gain experience should occur in each year of your study at UTM. Read through the chart and create your own plan using My Program Plan found at www.utm.utoronto.ca/program-plans.

Programs of Study (POST)

- Specialist Program ERSPE1882 Human Resource Management and Industrial Relations
- Specialist Program ERSPE2431 Management
- Major Program ERMAJ2431 Management

Check out...

We negotiate every day - with potential employers, coworkers, landlords and service providers. Learn the art of negotiating in MGT461H5 – a highly experiential course in which you will practice, reflect and analyze.

What can I do with my degree?

The career you choose will depend on your experience and interests. Visit the Career Centre to explore your career options.

Careers for Graduates: Business analyst; Purchaser; Market research analyst; Media planner; Sales analyst; Purchasing agent; E-Business consultant; Event planner; Fashion retailer; Hotel administrator; Logistics specialist; Marketing specialist; Property manager.

Workplaces: Banks; Advertising firms; Consumer goods manufacturers; Market research organizations; Insurance firms; Government; Non-profit organizations.
**MANAGEMENT (BBA) SPECIALIST Program Plan**

### 1ST YEAR
- Enrol in courses MGM101H5, 102H5, and ECO100Y5. Check out the Management department’s First-Year Success Guide.
- Choose a program of study (Subject POS) once you complete 4.0 credits. Use the Degree Explorer Planner and the Academic Calendar to plan your degree.
- Start strong and get informed with utmONE and LAUNCH through the Office of Student Transition. Join a RGASC Peer Facilitated Study Group.

### 2ND YEAR
- Enrol in courses MG123H5, 263H5; MGM221H5/ MG120H5; MGM222H5, 230H5; EC200Y5/200Y5; and STA118H5.
- Visit the Li Koon Chun Finance Learning Centre (FLC) for specialized information resources and databases. The FLC is located on the lower level of the Innovation Complex in Room L1245.

### BUILD SKILLS
- Use the Co-Curricular Record (CCR). Search for opportunities beyond the classroom, and keep track of your accomplishments.
- Attend the Get Experience Fair through the Career Centre (CC) to learn about on- and off-campus work and volunteer opportunities.
- Use the Career Learning Network (CLN) to find postings for on- and off-campus work and volunteer opportunities.
- Work on-campus through the Work-Study program. View position descriptions on the CLN.
- Do you have a professor you really like or connect with? Ask them a question during office hours. Discuss an assignment. Go over lecture material. Don’t be shy! Learn Tips On How to Approach a Professor available through the Experiential Education Office.
- Attend the Management department’s 2nd year Momentum Conference.
- Consider establishing a professional presence on social media (e.g., LinkedIn).
- Meet industry professionals within your desired profession. Attend the SMA and UCE Business Banquet - the largest networking event offered to UTm undergraduate students.
- Join a professional association. Check out the Canadian Management Professionals Association.

### BUILD A NETWORK
- Networking simply means talking to people and developing relationships with them. Start by joining the Student Management Association (SMA). Ask about their Mentorship Program.
- Take part in the Professional Skills Development Program (PSDP). Check out the PSDP Events Calendar to stay up-to-date on Management events.
- Attend events through the International Education Centre (IEC) to explore different cultures through food, music, and sport or through sight-seeing around the GTA.
- Network and build relationships with the faculty in your program.
- Attend the PLAUS (Professional Learning) Conference. Meet professors – they are potential mentors and references.

### PLAN FOR YOUR FUTURE
- Attend the Program Selection & Career Options workshop offered by the Office of the Registrar and the Career Centre (CC).
- Check out Careers by Major at the CC to see potential career options. Attend the Management department’s Associate Yourself Fair.
- Attend the Office of the Registrar and the Management Academic Advisor.
- Consider attending the Degree Planning Workshop. Ask for the online version and links.
- Go Global! Attend the Global Education Expo to learn about opportunities. See if you are eligible for International Experience Canada.

### BUILD A GLOBAL MINDSET
- Attend events through the International Education Centre (IEC) to travel to different cultures through food, music, and sport or through sight-seeing around the GTA.
- Attend events through the Global Experience Centre (GEC) to travel to different cultures through food, music, and sport or through sight-seeing around the GTA.
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### 3RD YEAR
- Enrol in courses MGM301H5, 320H5, 332H5, 390H5; MG133H5, 363H5, 371H5 and 374H5.
- Throughout your undergraduate degree:
  - use the Degree Explorer to ensure you complete your degree and program requirements
  - use the Office of the Registrar and the Management Academic Advisor
- Attend the GEF (Global Experience Fair) to learn about opportunities. See if you are eligible for International Experience Canada.
- Attend the Global Experience Centre (GEC) to travel to different cultures through food, music, and sport or through sight-seeing around the GTA.
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### 4TH OR FINAL YEAR
- Enrol in MG400H5 and attain 1.5 credits from the Electives category in the Academic Calendar.
- Consider a practical work-based experience through MG740H5 Internship course. Sign up for MG740H5 on ACORN and attend the Mandatory Orientation Session.
- Attend the Global Experience Centre (GEC) to travel to different cultures through food, music, and sport or through sight-seeing around the GTA.
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### PLAN YOUR ACADEMICS*
- Register for courses MGM101H5, 102H5, and ECO100Y5. Check out the Management department’s First-Year Success Guide.
- Choose a program of study (Subject POS) once you complete 4.0 credits. Use the Degree Explorer Planner and the Academic Calendar to plan your degree.
- Attend the Office of the Registrar and the Management Academic Advisor.

### ACADEMICS*
- Enrol in courses MG123H5, 263H5; MGM221H5/MG120H5; MGM222H5, 230H5; EC200Y5/200Y5; and STA118H5.
- Visit the Li Koon Chun Finance Learning Centre (FLC) for specialized information resources and databases. The FLC is located on the lower level of the Innovation Complex in Room L1245.

### HOW TO USE THIS PROGRAM PLAN
- Read through each year. Investigate what appeals to you here and in any other Program Plans that apply to you.
- Visit www.utm.utoronto.ca/program-plans to create your own plan using My Program Plan. Update your plan yearly.

*Consult the Academic Calendar for greater detail on course requirements, program notes and degree requirements.

Visit www.utm.utoronto.ca/program-plans for the online version and links.
Skills developed in Management

To be competitive in the job market, it is essential that you can explain your skills to an employer. Visit the Career Centre to learn how to articulate and market the following skills.

Communication: prepare and make oral presentations; write detailed reports; and convey concepts and ideas accurately.

Research & analytical: attention to detail; critical and analytical thinking; evaluate ideas and research; statistical analysis; and computer modeling.

Problem-solving: decision making and interpret research and data.

Organizational: time management; manage multiple priorities during peak times; and application of theoretical knowledge in practical settings (e.g. via internships).

Get involved

Check out student organizations on campus. Here are a few:

- UTM Student Management Association (SMA)
- UTM Undergraduate Commerce Society (UCS)
- DECA UTM
- UTM Business Consulting Association (BCA)
- UTM Student Union (UTMSU)
- UTM Athletics Council (UTMAC)

For a listing of clubs on campus visit www.utm.utoronto.ca/clubs.

Services that support you

- AccessAbility Resource Centre (AARC)
- Career Centre (CC)
- Centre for Student Engagement (CSE)
- Department of Management, Professional Development & Learning Centre (PDLC)
- Experiential Education Office (EEO)
- Li Koon Chun Finance Learning Centre (FLC)
- Health & Counselling Centre (HCC)
- Indigenous Centre (IC)
- International Education Centre (IEC)
- Office of Student Transition (OST)
- Office of the Registrar (OR)
- Recreation, Athletics and Wellness Centre (RAWC)
- Robert Gillespie Academic Skills Centre (RGASC)
- UTM Library, Hazel McCallion Academic Learning Centre (HMALC)

Department of Management

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FUTURE STUDENTS

Admission to UTM

All program areas require an Ontario Secondary School Diploma, or equivalent, with six Grade 12 U/M courses, or equivalent, including English. The admission average is calculated with English plus the next best five courses. The Grade 12 prerequisite for this program is Advanced Functions. The approximate average required for admission is mid-80s. More information is available at utm.utoronto.ca/viewbook.

Note: During the application process, applicants will select the Management admissions category but will not officially be admitted to a formal program of study (Specialist, Major, and/or Minor) until after first year.

Sneak Peek

How do managers influence individual and group behaviour? In MGT262H5, you will explore relevant problems confronting management such as motivation, influence and communication. What influences consumer behaviour? Find out in MGT252H5! Students learn basic concepts of market definition, consumer behaviour, and the principal marketing functions: product line development, pricing, distribution, promotion, salesforce management, advertising, research, and planning.

Prospective students should note that if you apply to the Management Stream in the admissions process and are admitted to U of T Mississauga, you receive priority in registration for prerequisite courses in the BBA Management Specialist Program.

Student Recruitment & Admissions

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