The Management Specialist is a four-year program which leads to a BBA degree preparing students to become effective members of organizations. Drawing on a balanced offering of rigorous intellectual frameworks from the social sciences, the Specialist covers the nature and operations of organizations as well as managerial functions.

Career success upon graduation requires the social skills, professionalism and maturity developed through active participation in the extensive extra-curricular programming activities offered by the Department of Management, and our undergraduate societies. Activities include attendance and participation in conferences, competitions, seminars and workshops.

We want to help you maximize your university experience, so we’ve pulled together information and interesting suggestions to get you started, although there are many more! 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 (POS\text{t})

- Specialist Program ERSPE1882 Human Resource Management
- Specialist Program ERSPE2431 Management
- Major Program ERMAJ2431 Management

Check out...

Negotiation is the art and science of securing agreements between two or more interdependent parties. Develop negotiation skills in MGT461H5 - practice, reflect, analyze, and practice again!

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.
# 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](http://www.utm.utoronto.ca/program-plans) to create your own plan using My Program Plan.

Update your plan yearly.

## MANAGEMENT (BBA) SPECIALIST Program Plan

### PLAN YOUR ACADEMICS*

<table>
<thead>
<tr>
<th>1ST YEAR</th>
<th>2ND YEAR</th>
<th>3RD YEAR</th>
<th>4TH OR FINAL YEAR</th>
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<tr>
<td>Enrol in courses MGM101H5, 105H5, MAT 133Y5/MAT135Y5 and ECO100Y5. Check out the Management department's First Year Success Guide. Choose a program of study (Subject POSt) 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 Centre for Student Engagement (CSE). Join a RGASC Peer Facilitated Study Group.</td>
<td>Enrol in courses MGT252H5, 262H5; MGT260H5; MGMT211H5/MGT210H5; MGMT222H5; 230H5; ECO205Y5/200Y5; and STA218H5. 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. 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. Attend the Get Experience Fair through the Career Centre (CC) to learn about on- and off-campus opportunities.</td>
<td>Enrol in courses MGM301H5, 320H5, 332H5, 390H5; MGT353H5, 363H5, 371H5 and 374H5. Throughout your undergraduate degree: • use the Degree Explorer to ensure you complete your degree and program requirements. • see the Office of the Registrar and the Management Academic Advisor. Explore your interests. Do you enjoy planning events? Investigate the CSE Student Outreach Assistant position. Interested in some friendly competition? Take part in External Case Competitions. Take part in the IBA Business Banquet - the largest networking event offered to UTM business students.</td>
<td>Enrol in MGM400H5 and attain 1.5 credits from the Electives category in the Academic Calendar. Do you have innovative business ideas? Visit ICUBE, the business incubator in the lower level of the Innovation Complex, to receive expert advice. Log on to ACORN and request graduation. Consider a practical work-based experience through MGT480H5 Internship course. Sign up for MGT480H5 on ACORN and attend the Mandatory Orientation Session.</td>
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### BUILD SKILLS

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<th>1ST YEAR</th>
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<tr>
<td>Networking simply means talking to people and developing relationships with them. Start by joining the IMI Business Association (IBA). Ask about their Mentorship Program. Do you have a professor you really like or connect with? Ask about their Mentorship Program.</td>
<td>Establish a professional presence on social media (e.g., LinkedIn). Meet industry professionals within your desired profession. Attend the IBA Business Banquet - the largest networking event offered to UTM business students.</td>
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### BUILD A NETWORK

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<th>1ST YEAR</th>
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<tr>
<td>Attend events held by the International Education Centre (IEC), whether you are an international or domestic student. Explore different cultures through food, music, and sport or through sight-seeing around the GTA.</td>
<td>Attend the Management department's 2nd year Momentum Conference. Take part in the Professional Skills Development Program (PSDP). Check out the PSDP Events Calendar to stay up-to-date on Management events.</td>
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### BUILD A GLOBAL MINDSET

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<th>1ST YEAR</th>
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<td>Attend the Program Selection &amp; Career Options workshop offered by the Office of the Registrar and the CC. Check out Careers by Major at the CC to see potential career options. Attend the Management department's Associate Yourself Fair. Take part in Try It Week - a week of mock lectures - to get an idea of which program is best for you. For more details, check the First Year Guide.</td>
<td>Explore careers through the CC's Extern Job Shadowing Program. Visit the Professional Development &amp; Learning Centre (POLO) in KNG207A. Considering further education? Attend the CC's Graduate and Professional Schools Fair. Talk to professors – they are potential mentors and references.</td>
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### PLAN FOR YOUR FUTURE

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<th>1ST YEAR</th>
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<td>What's your next step after undergrad? Entering the workforce? Evaluate your career options through a CC Career Counselling appointment. Create a job search strategy - book a CC Employment Strategies appointment.</td>
<td>Get ready for on-campus recruitment opportunities. See the CC Events Calendar for the Resume &amp; Cover Letter Workshop, resume critiques, and the Effective Interview Workshop. Attend the CC workshop Now That I'm Graduating What's Next?</td>
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*Consult the Academic Calendar for greater detail on course requirements, program notes and degree requirements.

Visit [www.utm.utoronto.ca/program-plans](http://www.utm.utoronto.ca/program-plans) for the online versions and links.
**MANAGEMENT (BBA)**

**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).

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**Services that support you**

- Accessibility Services (AS)
- Career Centre (CC)
- Centre for Student Engagement (CSE)
- Professional Development & Learning Centre (PDLC), Department of Management
- Experiential Education Unit (EEU)
- Health & Counselling Centre (HCC)
- Indigenous Centre (IC)
- International Education Centre (IEC)
- Li Koon Chun Finance Learning Centre (FLC)
- 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)

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**Get involved**

Check out the 100+ student organizations on campus. Here are a few:

- IMI Business Association (IBA)
- DECA UTM
- UTM Student Union (UTMSU)
- UTM Athletics Council (UTMAC)

For a listing of clubs on campus visit [www.utm.utoronto.ca/clubs](http://www.utm.utoronto.ca/clubs).

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**Department of Management**

Innovation Complex, Room 2270
University of Toronto Mississauga
3359 Mississauga Rd
Mississauga ON Canada L5L 1C6
(905) 569-4455
[www.utm.utoronto.ca/management](http://www.utm.utoronto.ca/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](http://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**

Innovation Complex, Room 1270
University of Toronto Mississauga
3359 Mississauga Rd
Mississauga ON Canada L5L 1C6
905-828-5400
[www.utm.utoronto.ca/future-students](http://www.utm.utoronto.ca/future-students)