1989

Friedt School of Business and Entrepreneurship Master Programs Schedule of Classes Block IV- 1989- Block III 1990

Nova University

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Block IV-89 thru Block III-90
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School and Program Update
by
Neuman F. Pollack, Dean

As I write this message I am flying to Little Rock, Arkansas, for a meeting of the Board of Regents of Arkansas in anticipation of receiving approval for the Friedt School and Nova University to deliver programs in that state. As many of you are aware, we are now delivering master's and doctoral programs in more than 40 locations in 15 states. In addition, we are expanding our campus-based programming. We have begun delivery of programs for foreign students from Taiwan, Republic of China, in a campus-based cluster format. This model may be expanded for students from Japan, Singapore, and other Asian nations.

The capital development effort for the construction of the Friedt School building is progressing nicely. Benefactors Glenn Friedt, Jr., and Ted Friedt, and the Board of Governors are working hard to bring our plans to fruition. The architect, Roy Smith and Associates, has been authorized to proceed with preliminary working drawings. This moves us closer to beginning actual work on the project which will commence as soon as the major gifts phase of the campaign is completed.

The Board of Trustee's of Nova University set the tuition rates for programs effective with fall 1989 registration. Master's level tuition will be $225.00 per credit hour; doctoral level tuition will be $300.00 per credit hour. There are exceptions for specialized programs. In the Friedt School the only exceptions are in our Executive Programs in Banking and Real Property Management which follow a slightly different format and which include books and other materials not part of our other program format. If you would like to find out if you are eligible for student loans or other forms of financial aid, please contact the Office of Financial Aid.

We look forward to an exciting year. I hope to be able to announce a ground-breaking for our new home in the very near future.
Students are encouraged to contact an advisor if there is a need for assistance.

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<td>Claudia Santin</td>
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If you are not sure of your course registration requirements, please call or visit the master's program office for advisement. Cluster students should contact their cluster coordinators. Courses should be taken in sequence as listed in the master's catalog. Permission to go out of sequence must be obtained from the program director. Be sure you obtain course syllabi at the time of registration. ALL STUDENTS SHOULD READ THE NEW MASTER'S CATALOG AND BECOME FAMILIAR WITH PROGRAM POLICIES AND PROCEDURES. ALL NEW ON-CAMPUS STUDENTS MUST MAKE AN APPOINTMENT FOR ADVISEMENT BEFORE REGISTERING FOR CLASSES. Advisement appointments will be taken six weeks prior to the beginning of class. DEADLINE FOR NEW STUDENT APPLICATIONS IS TWO WEEKS PRIOR TO THE BEGINNING OF CLASS. Returning students should register for classes no less than one week before the start of Sequence I dates. Cluster students should contact their cluster coordinator concerning dates for registration - usually held the fifth weekend of each term.

REGISTRATION FEE

A registration fee of $20 is required for each registration form processed by the University. Include this fee with your tuition and other applicable fees.

TUITION

Graduate tuition is $675 per course.* Tuition for program prerequisite courses is $555. Program prerequisite workshop tuition is $185.00 per course. In certain circumstances students may satisfy the registration FULL PAYMENT policy by signing an official NOTE, which will obligate them to remit full payment within a period of time prescribed by the University. The circumstances, when deferred payment is possible, are as follows:

1. Students who have APPROVED bank or government LOANS or other forms of financial aid may obtain a deferment form allowing them to defer full payment until the loan or aid is actually disbursed.

2. Students who are eligible for TUITION REIMBURSEMENT from their EMPLOYER must submit a copy of their employer's educational assistance plan (one time), a letter verifying current employment (each term), a payment of a $20.00 registration fee, a deferment fee of $27.00 per course ($54.00 per two graduate level courses or $41.80 for 1 graduate level course and 2 prerequisite workshops) which is 1% per month for 4 months on the unpaid balance, and a signed promissory note.

Remember: Reimbursement means that the tuition is paid by the student at the time of registration and the employer pays the student (his employee). APPROVED deferred payment will be due one month after the term ends.

*Tuition and fees do not apply to Executive MBA Programs.
REGISTRATION

Register in person or by submitting your completed registration form, tuition, and fees IN FULL to the Registrar's Office, Parker Building, Room 351. The Registrar's Office is open Monday through Thursday, 8:30 A.M. - 8:00 P.M.; Friday 8:30 A.M. - 7:00 P.M.; and Saturday 8:30 A.M. - 1:00 P.M.

Mail your completed registration form, tuition, and fees IN FULL to the Registrar's Office, 3301 College Avenue, Fort Lauderdale, Florida 33314. On-campus students who have not received registration materials may request them by calling 475-7079. Cluster students will receive registration materials through their cluster coordinators.

Students must complete registration one week prior to Sequence I dates to avoid a late fee of $15.00. Students registering on or after the first night of class incur a late fee of $50.00. (See Registration Cutoffs)

REFUND POLICY

Refunds are made at the option of the University only for conditions beyond the student's control. Refunds must be requested in writing on the Change of Registration Form or Withdrawal Form. Requests are based on the date of the written request form. When granted, the tuition credit will be as follows: after the first weekend of classes - 75%, after the second weekend - 50%, then 0%.

WITHDRAWAL POLICY

Students may withdraw at any time before the fifth weekend of classes and may request a tuition refund by submitting a formal written request through the third weekend of classes. Refunds will be made solely at the option of Nova University and are based on the legitimacy of the reason for withdrawal. (See Refund Policy)

TEXTBOOKS

On-campus: Textbooks for all courses are available for purchase at:

Nova Books Inc., 6508 S.W. 39th Street, Davie, Florida 33314, (305) 583-5860 or 1-800-541-6682 and ask for Nova Books.

Unix Name: NOVABOOK  FAX #: 583-5869

Hours:  9:30 A.M. - 6:00 P.M. Mon-Fri
       10:00 A.M. - 1:00 P.M. Sat

Off-campus: Textbooks are to be purchased through the cluster coordinator.
Notes:

Courses required for one program (except the Bankers Executive MBA program) may be taken as an elective in another program.

Students desiring a specialization should take all electives in the area of concentration.

The program office reserves the right to cancel classes for which fewer than ten (10) students have enrolled, or to close classes when the maximum number of students have enrolled.

**Times**

Early: Friday 6:00-8:00 P.M.  
Saturday 8:00 A.M-12 Noon  

Late: Friday 8:15-10:15 P.M.  
Saturday 1:00-5:00 P.M.

The second letter of the course section indicates the time (E or L).

On-campus prerequisites meet on Monday(M), Tuesday(T), Wednesday(W), and Thursday(R) evenings for ten weeks, 6:00 P.M.-9:00 P.M.

* Students must have satisfied program prerequisites to register for classes. Mandatory cluster prerequisite workshops are held 2 weekends each (A = Weekend 1 & 2; B = Weekend 3 & 4).

** Only students who have completed GMP 5012-GMP 5080 and are fully matriculated will be permitted to enroll in GMP 5090.

Mid-term exams will be held as applicable.

**REGISTRATION CUTOFFS**

**BLOCK IV**

Regular Registration  August 28, 1989 - September 29, 1989  
Late Registration  October 2, 1989 - October 6, 1989, $15.00 Late Fee  
After October 6, 1989, the late fee is $50.00

**BLOCK I**

Regular Registration  December 4, 1989 - December 29, 1989  
Late Registration  January 2, 1990 - January 5, 1990, $15.00 Late Fee  
After January 5, 1990, the late fee is $50.00

**BLOCK II**

Regular Registration  March 5, 1990 - March 30, 1990  
Late Registration  April 2, 1990 - April 6, 1990, $15.00 Late Fee  
After April 6, 1990, the late fee is $50.00

**BLOCK III**

Regular Registration  May 28, 1990 - June 29, 1990  
Late Registration  July 2, 1990 - July 6, 1990, $15.00 Late Fee  
After July 6, 1990, the late fee is $50.00
Friedt School of Business and Entrepreneurship  
Master's Programs  
1989-1990 Class Meeting Dates

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<td>Session 2</td>
<td>October 20, 21</td>
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<td>October 28</td>
<td>November 4</td>
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<td>November 3, 4</td>
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<td>November 17, 18</td>
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Friedt School of Business and Entrepreneurship

Notes:

The following are the master's degrees offered in the Friedt School of Business and Entrepreneurship:

Master of Business Administration (MBA)
Master of Public Administration (MPA)
Master of Science in Human Resource Management (MS/HRM)
Master of Accounting (M/ACC)
Master of Science in Human Services (MS/HS)
Master of Science in Telecommunications (MS/TM)
Master of Science in Microcomputer Applications in Management (MS/MAM)
Master of International Business Administration (MIBA)
Master of Science in Health Services Administration (MS/HSA)
Bankers Executive Master of Business Administration (BXMBA)
Master of Science in Criminal Justice (MS/CJ)

Key to abbreviations for master's courses:

(CR) - Required Core Courses (MBA, MPA, HRM)
(EL) - Elective
(EX) - Required, Bankers Executive MBA Program
(HR) - Required, HRM Program
(H/S) - Required, Human Services Program
(M/A) - Required, M/ACC Program
(M/M) - Required, Microcomputer Applications in Management Program
(MB) - Required, MBA Program
(MP) - Required, MPA Program
(MT) - Required, Telecommunication Program
(HSA) - Required, Health Services Administration Program
(IB) - Required, International MBA Program
(RE) - Real Estate Development and Management Program

Key to abbreviations for certificate courses:

(AC) - Accounting
(BA) - Banking & Financial Institutions
(CS) - Computer Systems Management
(HR) - Human Resource Management
(HS) - Health Systems Management
(IB) - International Business
(MA) - Marketing
(MC) - Microcomputer Applications
(PC) - Procurement and Contract Management
(PM) - Public Management
(TC) - Telecommunications
## Friedt School of Business and Entrepreneurship
### Main Campus Schedule
#### Sequence I, 1989-1990

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### Note:
- Prerequisite courses begin the week following Sequence I dates.
- *Students must have satisfied program prerequisites to register for classes.
- **Class open only to students who have taken GMP 5012 - GMP 5080 and are fully matriculated.
- ***Class open only to Health Services Administration students.
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Note: Prerequisite courses begin the week following Sequence I classes.
*Students must have satisfied program prerequisites to register for classes.
**Class open only to students who have taken GMP 5012 - GMP 5080 and are fully matriculated.
***Class open only to Health Services Administration students.

P - Parker Building
S - Sonken Building
### Friedman School of Business and Entrepreneurship
#### Master of Accounting Program
#### Schedule for 1989-1990

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Cluster Schedule for 1989-1990

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**AT&T ORLANDO**

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**BILLINGS, MONTANA**

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**BOCA RATON/DELRAY**

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+Prerequisite held in a 1 credit hour workshop format, 2 weekends each workshop (Example: Weekend 1 & 2, Weekend 3 & 4).

*Fifteen registrations must be received before the cluster program will be offered.
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**Classes open only to students who have taken GMP 5012 - GMP 5080 and are fully matriculated.**
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| WINCHESTER, VIRGINIA | Sequence I | | |
| **MBA** | | | |
| GMP 5012 RE | GMP 5020 RL | GMP 5050 RE | GMP 5030 RL |
| GMP 5002 RL + | GMP 5040 RE | GMP 5001 RL + | GMP 5080 RE |
| GMP 5003 RL + | | GMP 5005 RL + | |

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Friedt School of Business and Entrepreneurship
Bankers Executive MBA Program
1989-1990 Class Meeting Dates

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BANKING WORKSHOPS

GMP 5861 - Bank Management Computer Simulation (October 19, 1989)
GMP 5862 - Current Issues (November 6-7, 1989)
GMP 5870 - Commercial Real Estate Lending (November 13-17, 1989)
GMP 5851 - Commercial Lending (November 27 - December 1, 1989)
<table>
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<tr>
<td>GMP 5050 EXE</td>
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<tr>
<td>Main Campus (Groups 4 and 6)</td>
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<td>GMP 5070 EXE</td>
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<td>GMP 5080 MXE</td>
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<tr>
<td>GMP 5042 MXL</td>
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<td>GMP 5062 EXE</td>
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<td>GMP 5022 EXL</td>
<td>The Credit Function</td>
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<tr>
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<td>GMP 5852 EXE</td>
<td>Consumer Banking Management</td>
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<td>GMP 5090 EXL</td>
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The third letter (E or L) of the course section indicates the time on Saturday the class will meet. Early classes meet from 8:00 A.M. to 12:00 P.M. Late classes meet from 1:00 to 5:00 P.M.

Main Campus classes meet in the Sonken Building.
Brickell/Miami classes meet at World Trade Center Miami.
<table>
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<tr>
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<td>GMP 5080 EXE</td>
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<td>GMP 5090 MXL</td>
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Brickell/Miami classes meet at: World Trade Center Miami
80 SW 8th Street
Suite 1800
Miami, FL 33130

Brickell/Miami Cluster Coordinator: Curtis D. Curry
O: (305) 579-0064
H: (305) 661-5333
Friedt School of Business and Entrepreneurship
Real Estate Development and Management
Executive MBA Program
1989-1990 Class Meeting Dates

BLOCK IV, 1989

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BLOCK III, 1990

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REAL ESTATE WORKSHOPS AND SEMINARS

GMP 5882 - Construction Technology and the Building Development Process (February 12-16, 1990)
GMP 5870 - Commercial Real Estate Lending (October 29-November 2, 1990)
Friedt School of Business and Entrepreneurship
Real Estate Development and Management
Executive MBA Program

Schedule for 1989-1990

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<tr>
<td>GMP 5874 RME</td>
<td>Real Estate Economics</td>
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<td>GMP 5030 RML</td>
<td>Human Resource Management</td>
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<tr>
<td>GMP 5872 RME</td>
<td>Market Analysis and Site Selection</td>
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<td>GMP 5020 RML</td>
<td>Organizational Behavior &amp; Development</td>
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<tr>
<td>GMP 5876 RME</td>
<td>Managerial Accounting &amp; Reporting in Real Estate</td>
<td>S24</td>
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<tr>
<td>GMP 5884 RML</td>
<td>Urban Infrastructure &amp; Environmental Services</td>
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<tr>
<td>GMP 5880 RME</td>
<td>Real Estate Finance: Instruments, Institutions, &amp; Investment Analysis</td>
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<tr>
<td>GMP 5894 RML</td>
<td>Legal Issues in Real Estate Development and Management</td>
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The third letter (E or L) of the course section indicates the time the class will meet.

Early classes meet from 8:00 A.M. to 12:00 P.M.
Late classes meet from 1:00 P.M. to 5:00 P.M.
Friedt School of Business and Entrepreneurship
Master's Program Course Listing

GMP 4001 - Computer Literacy (PP)
GMP 4002 - Cost Accounting (PP)
GMP 4003 - Intermediate Accounting I (PP)
GMP 4004 - Intermediate Accounting II (PP)
GMP 4005 - Advanced Accounting (PP)
GMP 5000 - American Government (PP)
GMP 5001 - Introductory Accounting (PP)
GMP 5002 - Introductory Quantitative Analysis (PP)
GMP 5003 - Introductory Economics (PP)
GMP 5004 - Introductory Psychology (PP)
GMP 5005 - Introductory Marketing (PP)
GMP 5008 - Principles of Finance (PP)
GMP 5009 - Business Communications Strategies and Skills (PP)
GMP 5010 - The Political and Legal Environment of Organizations (EL)
GMP 5011 - Community Needs & Social Support Systems (H/S) (CJ)
GMP 5012 - Management: Theory and Application (CR)
GMP 5015 - Management Ethics (MB) (HR) (M/M)
GMP 5020 - Organization Behavior and Development (CR) (H/S) (HSA) (CJ) (EX) (RE)
GMP 5022 - The Credit Function (EX) (RE)
GMP 5030 - Human Resource Management (CR) (EX)
GMP 5040 - Quantitative Methods in Management (CR) (IB)
GMP 5042 - Bank Operations Management (EX)
GMP 5050 - Managerial Economics for Decision Making (CR) (EX)
GMP 5051 - Economics of Human Resources (EL)
GMP 5052 - Macroeconomics (EL) (IB)
GMP 5053 - Comparative Economics (EL) (IB)
GMP 5054 - Economic Development (EL)
GMP 5055 - Industrial Planning (EL) (IB)
GMP 5056 - Energy Economics (EL)
GMP 5060 - Managerial Accounting (MB)
GMP 5062 - Managerial Accounting for Bankers (EX)
GMP 5070 - Marketing Management (MB) (EX)
GMP 5080 - Financial Management (MB) (EX)
GMP 5081 - Health Care Finance (HSA)
GMP 5090 - Business Policy (MB)
GMP 5100 - Master's Project (4 credits)
GMP 5101 - Operations Research Workshop (Capstone Project-4 credits)
GMP 5102 - Productivity Improvement Workshop (Capstone Project-4 credits)
GMP 5103 - The Productivity Management Process (EL)
GMP 5104 - Telecommunications Workshop (TM-Capstone Project-4 credits)
GMP 5105 - Productivity Improvement Techniques (EL)
GMP 5106 - Quality of Work Life (EL)
GMP 5107 - Assessment, Evaluation, and Measurement in Productivity (EL)
GMP 5108 - Master's Project (MAM-Capstone Project-4 credits)
GMP 5109 - Internship (Field Placement) (H/S) (HSA) (4 credits)
GMP 5165* - International Accounting (EL)
GMP 5178 - Financial Accounting Concepts (AC)
GMP 5180 - Managerial Psychology (EL)
GMP 5185 - Current Issues in Human Services (EL)
GMP 5191 - Strategic Planning and Change (EL)
GMP 5193 - High Performance Management (EL)

*Course not open to Master of Accounting Students.
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<td>GMP 5197</td>
<td>Contemporary Entrepreneurial Practices (EL)</td>
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<td>GMP 5200</td>
<td>Seminar in Organization Theory and Human Resources (EL)</td>
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<td>GMP 5205</td>
<td>Managerial Environment (HR) (CJ)</td>
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<td>GMP 5218</td>
<td>Theory and Practice in Working with Individuals (H/S)</td>
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<td>GMP 5219</td>
<td>Theory and Practice in Working with Groups (H/S)</td>
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<tr>
<td>GMP 5220</td>
<td>Interpersonal &amp; Intergroup Dynamics (H/S) (EL)</td>
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<tr>
<td>GMP 5230</td>
<td>Energy Technology and Planning (EL)</td>
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<td>GMP 5240</td>
<td>Advanced Organization Development (HR)</td>
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<td>GMP 5250</td>
<td>Energy Policy Formulation (EL)</td>
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<td>GMP 5260</td>
<td>Labor Relations: Principles, Problems, and Cases (HR)</td>
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<tr>
<td>GMP 5270</td>
<td>Collective Bargaining in the Public Sector (EL)</td>
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<tr>
<td>GMP 5280</td>
<td>Contingency Management: Concepts and Cases (EL)</td>
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<td>GMP 5290</td>
<td>State and Local Government Administration (EL)</td>
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<td>GMP 5300</td>
<td>Career Development (EL)</td>
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<td>GMP 5310</td>
<td>Comparative Public Administration (EL)</td>
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<td>GMP 5320</td>
<td>Management Communications (HR)</td>
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<td>GMP 5321</td>
<td>Management of the Voice Communications Facility (MT) (TC)</td>
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<td>GMP 5322</td>
<td>Management of the Data Communications Facility (MT) (TC)</td>
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<td>GMP 5323</td>
<td>Management of Teleconferencing (MT)  (TC)</td>
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<td>Management of the Role of Telecommunications (MT) (TC)</td>
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<td>GMP 5325</td>
<td>Business Liability and Insurance (EL)</td>
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<td>GMP 5326</td>
<td>The Telecommunications Environment (MT) (TC)</td>
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<td>GMP 5330</td>
<td>Public Productivity Improvement: Techniques and Evaluation (EL)</td>
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<td>GMP 5340</td>
<td>The Managerial Woman (EL)</td>
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<td>Managing Employee Indirect Compensation (EL)</td>
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<td>Human Resource Development (EL)</td>
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<td>GMP 5370</td>
<td>Special Topics/Strategic Human Resources Planning (EL)</td>
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<td>Special Topics in Human Resource Management (EL)</td>
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<td>GMP 5381</td>
<td>Managing Stress (EL)</td>
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<td>GMP 5387</td>
<td>Management Education and Training (EL)</td>
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<td>GMP 5400</td>
<td>Grants and Contracts (H/S)</td>
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<td>Health Systems: Structure and Organization (HSA) (HS)</td>
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<td>GMP 5411</td>
<td>Vocational Rehabilitation (EL)</td>
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<td>GMP 5412</td>
<td>Community Mental Health (EL)</td>
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<td>GMP 5413</td>
<td>Crisis Intervention (EL)</td>
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<td>GMP 5414</td>
<td>Human Services: The Child and Adolescent (EL)</td>
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<td>GMP 5415</td>
<td>Human Services in a Multi-Cultural Setting (EL)</td>
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<td>GMP 5416</td>
<td>Human Services and the Problems of Aging (EL)</td>
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<td>Human Sexuality (H/S)</td>
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<td>Health Care and the Law (HSA) (HS) (EL)</td>
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<td>Contract and Procurement Law (EL) (PC)</td>
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<td>Contract Pricing and Negotiations (EL) (PC)</td>
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<td>GMP 5464</td>
<td>Principles of Purchasing and Material Management (EL) (PC)</td>
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Friedt School of Business and Entrepreneurship
Master's Program Course Listing

GMP 5470 - Planning, Budgeting, and Control (MP) (PM) (HSA) (CJ) (EL)
GMP 5480 - Public Policy Analysis and Procedure (EL) (MP) (PM) = 5800
GMP 5490 - Management Practices in the Public Service Sector (EL)
GMP 5491 - Management Practices in the Non-profit Sector (H/S)
GMP 5492 - Government Regulations and the Utility Industry (EL)
GMP 5510 - Statistical Quality Control (EL)
GMP 5530 - Money and Monetary Institutions (EL)
GMP 5540 - Comparative International Management (EL) (IB)
GMP 5541 - Comparative Financial Systems (EL) (IB)
GMP 5550 - Sales Management (EL) (MA)
GMP 5560 - Advanced Financial Policy (EL)
GMP 5570 - Marketing Research (EL) (MA)
GMP 5571 - Marketing Communication and Promotion (EL) (MA)
GMP 5572 - Marketing New Products (EL) (MA)
GMP 5573 - Retail Marketing Management (EL) (MA)
GMP 5574 - Customer Service Management (EL)
GMP 5575 - International Marketing (EL) (IB) (MA)
GMP 5580 - International Business (EL) (IB)
GMP 5581 - International Banking (EL) (IB)
GMP 5582 - International Fiscal and Monetary Policy
GMP 5590 - Integrated Management Systems (EL)
GMP 5595 - Current Issues in International Business (Capstone Project-4 cr)
GMP 5600 - Operations Research and Systems Analysis (EL)
GMP 5610 - Legal Environment of Business (EL)
GMP 5611 - International Legal Framework (IB)
GMP 5620 - Investment Principles and Policies (EL)
GMP 5621 - International Investment (IB)
GMP 5630 - Regional Economic Forecasting (EL)
GMP 5640 - Government Regulation and the Air Transport Industry (EL)
GMP 5650 - Urban Land Economics and the Housing Industry (EL)
GMP 5670 - Entrepreneurship and Venture Initiation (EL)
GMP 5703*- Intermediate Accounting I (EL)
GMP 5704*- Intermediate Accounting II (EL)
GMP 5705*- Advanced Accounting (EL)
GMP 5711 - Accounting Theory I (M/A)
GMP 5712 - Accounting Theory II (M/A)
GMP 5715 - Auditing (EL) (AC)
GMP 5720 - Current Topics in Accounting, Research and Accounting Studies (EL) (AC)
GMP 5725 - Financial Statement Analysis (EL) (AC)
GMP 5729 - Seminar in Public Accounting (EL) (AC)
GMP 5731 - Accounting Information and Control Systems (M/A)
GMP 5733 - Advanced Managerial Accounting (M/A)
GMP 5734 - Behavioral Accounting (EL)
GMP 5735 - Controllership (EL) (AC)
GMP 5736 - Internal Auditing/SBC Accounting (EL) (AC)
GMP 5737 - Budgeting and Profit Control (EL)
GMP 5739 - Seminar in Managerial Accounting (EL) (AC)
GMP 5751 - EDP Auditing (EL) (AC)
GMP 5753 - Fund Accounting (EL) (AC)
GMP 5755 - Small Business Management (EL)
GMP 5756 - International Accounting I (EL) (AC)

*Course not open to Master of Accounting Students.
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<td>History of Accounting (EL) (AC)</td>
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<td>Taxation of Individuals (M/A)</td>
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<td>GMP 5762</td>
<td>Taxation of Corporations and Partnerships (M/A)</td>
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<td>GMP 5763</td>
<td>Taxation of Estates, Trusts and Gifts (EL) (AC)</td>
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<td>Taxation of Pensions and Profit Sharing Plans/Tax Exempt Organizations (EL) (AC)</td>
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<td>GMP 5766</td>
<td>International Taxation/Tax Policy and Contemporary Issues (EL) (AC)</td>
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<td>State of Florida Taxes/IRS Practices and Procedures (EL) (AC)</td>
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<td>GMP 5876</td>
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<td>GMP 5903</td>
<td>Software/Search and Evaluation (M/M) (MC)</td>
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<td>GMP 5921</td>
<td>Information Systems Analysis &amp; Design (EL) (CS)</td>
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<td>GMP 5931</td>
<td>Current Information Systems Technology (EL) (CS)</td>
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<tr>
<td>AT&amp;T Orlando (Corporate Employees Only)</td>
<td>AT&amp;T Triad Room #1, 2nd Floor 307 North Lake Blvd. Altamonte Springs, Florida</td>
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<tr>
<td>Billings, Montana</td>
<td>Rocky Mountain College Tech Building 1511 Poly Drive Billings, Montana</td>
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<tr>
<td>Boca Raton/Delray</td>
<td>Sheraton of Boca Raton I-95 at Glades Road 2000 NW 19th Street Boca Raton, Florida</td>
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<tr>
<td>Bradenton/Sarasota</td>
<td>Sarasota Memorial Hosp. 2nd Floor-Rooms 2B &amp; 2D 1700 South Tamiami Trail Sarasota, Florida</td>
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<tr>
<td>Cedar Rapids, Iowa</td>
<td>Kirkwood Comm. College 6301 Kirkwood Blvd. Cedar Rapids, Iowa</td>
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<td>Coral Springs</td>
<td>Nova University 3251 NW 101 Avenue Coral Springs, Florida</td>
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<tr>
<td>Fort Pierce/ Vero Beach</td>
<td>Lawnwood Medical Center 1700 South 23 Street</td>
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<tr>
<td>Gainesville</td>
<td>Gainesville High School Community Ed. Center 1900 NW 13 Street</td>
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<tr>
<td>Gillette, Wyoming</td>
<td>Campbell County Memorial Hospital 501 South Burma Avenue</td>
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<tr>
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<tr>
<td></td>
<td>Martin Marietta Missile Systems 498 Oak Road</td>
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32
## Friedt School of Business and Entrepreneurship
### Cluster Based Program Locations

#### MASTER OF ACCOUNTING

<table>
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<th>CLUSTER NAME</th>
<th>MEETING SITE</th>
<th>COORDINATOR</th>
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<tbody>
<tr>
<td>Fort Myers</td>
<td>Cape Coral Hospital</td>
<td>Ms. Patty Schofield</td>
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<td></td>
<td>Life Center Classroom</td>
<td>2206 SE 8 Terrace</td>
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<tr>
<td></td>
<td>636 Del Prado Boulevard</td>
<td>Cape Coral, FL 33990</td>
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<td></td>
<td>Cape Coral, Florida</td>
<td>H: (813) 772-9004</td>
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<td>Fort Pierce</td>
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<td>Gainesville High School</td>
<td>Mr. John Smith</td>
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<td>1900 NW 13 Street</td>
<td>American Accounting &amp; Tax Company</td>
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<td>Winter Park, Florida</td>
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<td>South Miami</td>
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<td>11401 SW 40 Street</td>
<td>8085 SW 205 Terrace</td>
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<td>Tampa</td>
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<td>2511 Grady Avenue North</td>
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<td>H: (813) 238-2672</td>
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<td>West Palm Beach</td>
<td>Northwood Institute</td>
<td>Ms. Dianne Charloff</td>
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<td>2600 N. Military Trail</td>
<td>261 Seabreeze Circle</td>
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<td>West Palm Beach, Florida</td>
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Friedt School of Business and Entrepreneurship  
Cluster Based Program Locations  

**MASTER OF SCIENCE IN HEALTH SERVICES ADMINISTRATION**

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<tr>
<th>CLUSTER NAME</th>
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<th>COORDINATOR</th>
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</table>
| Fort Myers   | SW Florida Regional Medical Center  
3785 Evans Avenue  
Ft. Myers, Florida | Ms. Cynthia Mitar  
524 Sanford Drive SW  
Fort Myers, FL 33919  
H: (813) 482-1793 |
| Gainesville  | Gainesville High School Community Ed. Center  
1900 NW 13 Street  
Gainesville, Florida | Mr. Ed Dice  
2919 NW 29th Street  
Gainesville, FL 32605  
H: (904) 378-2329 |
| Gillette, Wyoming | Campbell County Memorial Hospital  
501 South Burma Avenue  
Gillette, Wyoming | Ms. Susan Howard  
2500 Maple  
Gillette, WY 82715  
H: (307) 682-8491 |
| Orlando      | AMI Medical Center  
1800 Mercy Drive  
Orlando, Florida | Mr. John Dowless  
3000 Pigeon Hawk Court  
Orlando, FL 32829  
H: (407) 380-6866 |
| Phoenix, Arizona | To Be Announced | To Be Announced |
| Tampa        | Tampa General Hospital  
Davis Island  
Cafeteria Conference Room  
Tampa, Florida | To Be Announced |
## Friedt School of Business and Entrepreneurship
### Cluster Based Program Locations

**Master of Science in Human Services**

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<td>Orlando</td>
<td>Winter Park Adult Vocational Center</td>
<td>Ms. Carol Eldridge</td>
</tr>
<tr>
<td></td>
<td>901 Webster Avenue</td>
<td>4352 Suntree Boulevard</td>
</tr>
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<td></td>
<td>Winter Park, Florida</td>
<td>Orlando, FL 32817</td>
</tr>
<tr>
<td></td>
<td></td>
<td>H: (407) 657-8314</td>
</tr>
<tr>
<td>St. Petersburg/</td>
<td>Morton F. Plant Hospital 323 Jeffords Street</td>
<td>Mr. Walt James</td>
</tr>
<tr>
<td>Clearwater</td>
<td>Ed. Dept., Roebling 2</td>
<td>318 Windrush Blvd., #8</td>
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<tr>
<td></td>
<td>Clearwater, Florida</td>
<td>Indian Rocks Beach, FL 34635</td>
</tr>
<tr>
<td></td>
<td></td>
<td>H: (813) 596-8886</td>
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PRODUCITIVITY IMPROVEMENT WORKSHOP

Following is a brief description of the workshop along with the entrance requirements. If you qualify and wish to reserve a place in this workshop, please fill out and return the preliminary application below at least six months prior to workshop date. If you are not eligible for the workshop to which you apply, you must reapply for a future workshop.

Workshop Description

Students will learn innovative techniques essential to improved productivity when applied in profit and nonprofit organizations. The workshop will emphasize a set of practical operating guides that can lead to an increase in productivity through planning, evaluating, and motivating. Specific techniques will be addressed that can be incorporated into formal efforts of productivity improvement in any organizational environment. Students will learn how to conduct productivity audits and make productivity-effectiveness analysis. Students will apply practical solutions to existing productivity problems.

Entrance Requirements

Students are expected to have appropriate graduate preparation in economics, accounting, human behavior, statistics, and human resource management. They are expected to be able to apply the principles of scientific management, human relations concepts, and systems theory.

Prerequisite: All coursework (twelve courses) must be completed.

Students must have received full admission at the time of application.

Name: ____________________________ Social Security # _______________________

Address: __________________________

Return to:
Dr. Charles Blackwell
Nova University
3301 College Avenue
Fort Lauderdale, FL 33314

Phone: (H) _________________________ Number of courses completed: ______

(O) ______________________________ Degree: ____________________________

Dates: 
October 16 - 20, 1989
October 23 - 27, 1989
November 27 - December 1, 1989
January 8 - 12, 1990

January 22 - 26, 1990
April 16 - 20, 1990
April 23 - 27, 1990
May 14 - 18, 1990

Note: If you have not received full admission to your program, your application will be returned to you. There will be no exceptions to this rule.
FOR MASTER'S DEGREE STUDENTS

Contemporary Entrepreneurial Practices

An Elective For Students Interested in Entrepreneurship Practices To Use In Their Own Organizations!

GMP 5197 CONTEMPORARY ENTREPRENEURIAL PRACTICES

Offered in Seminar Format (Monday through Thursday) That Will Be Held on Campus November 6-9, 1989

GMP 5197 Contemporary Entrepreneurial Practices (EL) 3 cr. This course will emphasize the economic and behavioral aspects of entrepreneurship. This will include, but not be limited to, start-up dynamics, male and female entrepreneurial behavior, success strategies, the venture capital marketplace, and entrepreneurial education. The course will include live case studies with individuals, who have actually lived the entrepreneurial experience. This course will be presented in a four-day workshop format. Prerequisites: GMP 5012, 5020, 5030, 5040, and 5050.

APPLY NOW!

Name ________________________________
Address ______________________________
Social Security # ____________________________
Phone: (H) ____________________________
(O) ____________________________
Contemporary Entrepreneurial Practices Dates: November 6-9, 1989

Enrollment is limited to 30 students. Tuition: $750.00 plus $20.00 registration fee. Registration fee waived for Nova students registered for other classes. Register for this class on your Block IV, 1989 registration form.

Return to: Dr. Charles Blackwell Nova University 3301 College Avenue Ft. Lauderdale, FL 33314
FOR MASTER’S DEGREE STUDENTS

Strategic Planning and Change

An Elective That Will Enhance Your Capacity To Be A Successful Professional Or Executive.

GMP 5191 Strategic Planning and Change

Offered in Seminar Format (Monday through Thursday)
That Will Be Held on Campus March 5-8, 1990.

GMP 5191 Strategic Planning and Chance (EL) 3 cr. This course emphasizes the principles that managers and professionals utilize to implement the practical aspects of planning and change. The content and process of strategic planning will address mission formulation, building a business model, performance auditing, gap analysis, contingency planning, and plan integration. Also included will be change processes, overcoming resistance to change, change planning, and change management.

APPLY NOW

Name__________________________
Address________________________
________________________________
Social Security #________________
Phone: (H)______________________
(O)__________________________

Strategic Planning and Change
Dates: March 5-8, 1990

Enrollment is limited to 30 students. Tuition: $750.00 plus $20.00 registration fee. Registration fee waived for Nova students registered for other classes. Register for this class on your Block I, 1990 registration form.
FOR MASTER’S DEGREE STUDENTS

Creativity in Business

An Elective That Will Enhance Your Capacity To Be A Successful Professional Or Executive

GMP 5195 CREATIVITY IN BUSINESS

Offered in Seminar Format (Monday through Thursday)
That Will be Held On Campus June 4-7, 1990

GMP 5195 Creativity in Business (EL) 3 cr. This course will address the tools and techniques that individuals might utilize to increase their creative capacity and its application to the world of work. In addition, the efforts of creative business leaders such as Steve Jobs and Charles Schwab will be considered. The use of intuition, as supported by research findings, will be studied in relation to impact on individual and corporate success.

APPLY NOW

Name__________________________
Address________________________
Social Security #________________
Phone: (H)____________________ (O)________________

Creativity in Business
Dates: June 4-7, 1990

Enrollment is limited to 30 students. Tuition: $750.00 plus $20.00 registration fee. Registration fee waived for Nova students registered for other classes. Register for this class on your Block II, 1990 registration form.
FOR MBA STUDENTS

Accounting Prerequisites as Electives

We understand that some of the MBA students are interested in either taking accounting courses as electives or upon completing the MBA program, seeking a Master of Accounting degree but are possibly lacking one or more of the prerequisites. In either case, we are prepared to offer the following courses to the Master of Accounting students both on the main campus and in cluster locations, and we are extending this offer to the MBA students to use as an elective course:

- GMP 5703 - Intermediate Accounting I
- GMP 5704 - Intermediate Accounting II
- GMP 5705 - Advanced Accounting

For further information, contact:
Dr. Edward Becker at (305) 476-8913 or 1-800-541-6682, ext. 8913
or

---

Yes, I would be interested in taking the following course(s) as elective(s):
- [ ] GMP 5703 - Intermediate Accounting I
- [ ] GMP 5704 - Intermediate Accounting II
- [ ] GMP 5705 - Advanced Accounting

Please send me more information

Name: ________________________________________
Address: ______________________________________
______________________________
Phone: (H) ____________________________
(O) ____________________________
Cluster Location________________________

Return to:
Dr. Edward Becker
Master of Accounting Program
Nova University
3301 College Avenue
Fort Lauderdale, FL 33314