

# BUSINESS ADMINISTRATION & MANAGEMENT



**NORMANDALE**  
COMMUNITY COLLEGE



**Valleyfair**

# Shakopee CAPS

## BUSINESS

### ADMINISTRATION & MANAGEMENT

#### PROGRAM DESCRIPTION

Shakopee CAPS Business Administration and Management program provides a dynamic introduction to business with access to Valleyfair, Canterbury Park, and Shakopee Mdewakanton Sioux Community. Students will partner with leading experts from these regional business centers to learn the principles of business and management. The hands-on, project driven curriculum will include marketing, sales, hospitality management, event planning, human resource training and development, understand relationships in business operations, and leadership and management skills.

Shakopee CAPS requires students to be active, independent learners and fosters empowerment, self-discovery, collaboration, and critical thinking skills. Students will engage in a variety of opportunities including real problem and project-based learning, tours, and job shadowing experiences. Students will gain professional skills such as resume writing, social networking, and interviewing. Through guided mentoring, students will be immersed in the professional environment through an internship experience that encompasses their personal interest in the field of business.

#### DUAL CREDITS EARNED

##### Shakopee High School

- 4.0 Elective Credits – 1st and 2nd Quarter – Host Site Classroom Experience
- 2.0 Elective Credits – 3rd Quarter – Individual Internship

##### Normandale Community College

- 3.0 Credits - BUSN 1105 - Introduction to Business
- 4.0 Credits - BUSN 1157 - Introduction to Hospitality & Tourism Management
- 2.0 Credits - BUSN 2096 - Internship in Business

#### LOCATION

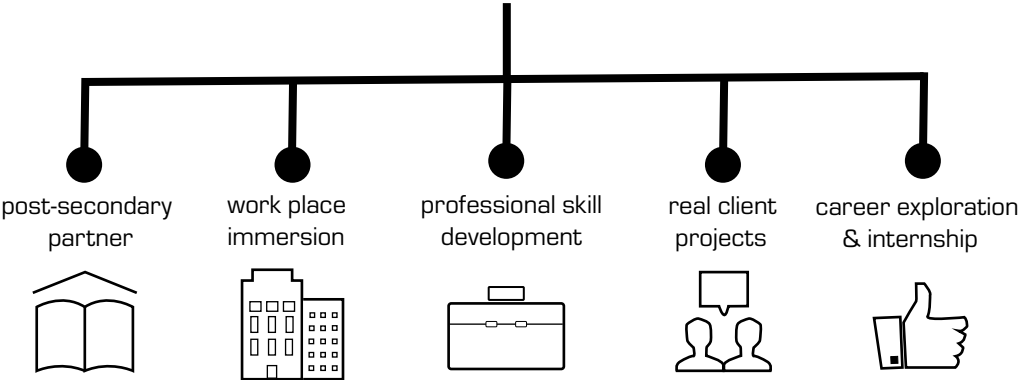
Valley Fair  
Canterbury Park

#### TIME

Block 1 and 2 (Quarter 1, 2, & 3)  
OR  
Block 3 and 4 (Quarter 1, 2, & 3)

## THE CAPS EXPERIENCE

### ELEMENTS FOR SUCCESS



**"I reccomend CAPS to any student no matter the interest. It teaches you fundamental professional communication skills, helps you connect with your peers, and provides crucial project-based skills."**

**- BUSINESS CAPS ALUMNI**

Created by Sumer Roberts, 2024

