

**Miami Dade College**  
**FSE 2202 Funeral Service Administration**

Course Description: This course explores the study of the role and function of an effective manager. Emphasis is placed on the management functions of planning, organizing, motivating, directing and controlling.

*3 Credits*

Prerequisites and Corequisites: None

Course Competencies:

- Competency 1: The student will describe the role of small business in the economy by:
- a. defining the criteria that makes up a small business.
  - b. stating the qualitative criteria for a small business.
  - c. defining the dollar sales volume.
- Competency 2: The student will identify ways in which the odds for survival among small business firms can be improved by:
- a. listing causes of failure through external problems.
  - b. listing causes of failure through internal problems.
- Competency 3: The student will discuss the concerns with opening a small business by:
- a. listing factors to consider when purchasing an existing business versus starting a new one.
  - b. listing factors to consider when determining the price.
  - c. listing the various terms of the sale.
- Competency 4: The student will explain how to reduce risks through insurance by:
- a. compiling a list of risks to be covered by insurance.
  - b. generating a list of the types of insurance that is available to the small business practice.
  - c. generating methods to alleviate risks.