

PLO Assessment Cycle	Unit Name (Division/Program)	PLO Title	PLO Statement
2020-21 (Fall 2020)	El Camino: PLOs (BUS) - Business Management and Marketing	PLO #3 Critical Thinking of Business Issues	Develop the critical thinking skills necessary to address complex business/marketing issues.
2020-21 (Fall 2020)	El Camino: PLOs (BUS) - Computer Information Systems	PLO #3 Skill Development	Upon the completion of a course of study in Computer Information Systems students will be able to demonstrate proficiency in common industry software applications, cyber
2020-21 (Fall 2020)	El Camino: PLOs (BUS) - Office Administration	PLO # 3 Business Software	Utilize business software and technology solutions for business communications and
2020-21 (Fall 2020)	El Camino: PLOs (BUS) - Paralegal Studies	PLO #3 Legal Analysis	Understand and apply theories and principles of law to interpret legal documents.
2020-21 (Fall 2020)	El Camino: PLOs (BUS) - Real Estate	PLO #2 Industry Forms and Documents	Students show the ability to prepare and complete standard real estate industry forms and documents as found in diverse real estate sales, rental, finance, appraisal or investment
2019-20 (Spring 2020)	El Camino: PLOs (BUS) - Accounting	PLO #3 Concepts and Terminology	Understand and utilize accounting concepts and terminology.
2019-20 (Fall 2019)	El Camino: PLOs (BUS) - Business Management and Marketing	PLO #2 Oral and Written Communication	Communicate effectively in a variety of business situations both orally and in writing.
2019-20 (Fall 2019)	El Camino: PLOs (BUS) - Computer Information Systems	PLO #2 Business Communication	Upon the completion of a course of study in Computer Information Systems students will be able to demonstrate proficiency in common industry software applications, cyber
2019-20 (Fall 2019)	El Camino: PLOs (BUS) - Office Administration	PLO #2 Principles, Procedures, and Practices	Analyze and apply appropriate business management principles, procedures, and practices.
2019-20 (Fall 2019)	El Camino: PLOs (BUS) - Paralegal Studies	PLO #2 Providing Direct Assistance to	Apply knowledge of the law in order to provide direct assistance to attorneys including, but
2019-20 (Fall 2019)	El Camino: PLOs (BUS) - Real Estate	PLO #1 Build Vocabulary	Students will define, describe and differentiate between various real estate standard
2018-19 (Spring 2019)	El Camino: PLOs (BUS) - Accounting	PLO #2 Solving Problems	Solve a variety of financial and managerial accounting problems.
2018-19 (Fall 2018)	El Camino: PLOs (BUS) - Business Management and Marketing	PLO #1 Vocabulary of Business Terms	Understand and utilize a comprehensive vocabulary of business/marketing terms.
2018-19 (Fall 2018)	El Camino: PLOs (BUS) - Computer Information Systems	PLO #1 Professional Awareness	Students will be able to explain ethical, legal, and societal implications inherent in information technology and understand the professional responsibilities of a computer professional.
2018-19 (Fall 2018)	El Camino: PLOs (BUS) - Office Administration	PLO #1 Effective Communication Skills	Demonstrate effective oral and written communication skills for business environments.
2018-19 (Fall 2018)	El Camino: PLOs (BUS) - Paralegal Studies	PLO #1 Legal Memoranda and Forms	Draft pleadings/memoranda including court forms in a manner sufficient for submission to the applicable court.
2018-19 (Fall 2018)	El Camino: PLOs (BUS) - Real Estate	PLO #5 Ethics and Agency	Students will differentiate between various parts of the real estate code of ethics and the
2017-18 (Spring 2018)	El Camino: PLOs (BUS) - Accounting	PLO #1 Accounting Principles	Process, summarize, analyze, and evaluate accounting data in accordance with generally
2017-18 (Fall 2017)	El Camino: PLOs (BUS) - Business Management and Marketing	PLO #4 Integrated Business Planning	Demonstrate an understanding of the integrated business/marketing planning process.
2017-18 (Fall 2017)	El Camino: PLOs (BUS) - Office Administration	PLO #4 Diverse Businesses	Requirements Demonstrate effective interpersonal, time management, and organizational skills appropriate for diverse business requirements.
2017-18 (Fall 2017)	El Camino: PLOs (BUS) - Paralegal Studies	PLO #3 Legal Analysis	Understand and apply theories and principles of law to interpret legal documents.
2017-18 (Fall 2017)	El Camino: PLOs (BUS) - Real Estate	PLO #4 Mathematical Computations	Students will demonstrate the ability to calculate typical real estate mathematic computational problems as found in diverse real estate business areas of sales, leases, prorations, finance, appraisal, property management, investments and capitalization, land or structure area and taxation.

2016-17 (Spring 2017)	El Camino: PLOs (BUS) - Accounting	PLO #3 Concepts and Terminology	Understand and utilize accounting concepts and terminology.
2016-17 (Spring 2017)	El Camino: PLOs (BUS) - Computer Information	PLO #3 Skill Development	Upon the completion of a course of study in Computer Information Systems students will be
2016-17 (Spring 2017)	El Camino: PLOs (BUS) - Real Estate	PLO #3 Methods of Holding Title	Students will identify, distinguish and differentiate the differences between the various methods of holding title to real property, showing the ability to analyze, concisely write
2016-17 (Fall 2016)	El Camino: PLOs (BUS) - Business Management and	PLO #3 Critical Thinking of Business Issues	Develop the critical thinking skills necessary to address complex business/marketing issues.
2016-17 (Fall 2016)	El Camino: PLOs (BUS) - Office Administration	PLO # 3 Business Software	Utilize business software and technology solutions for business communications and analysis.
2016-17 (Fall 2016)	El Camino: PLOs (BUS) - Paralegal Studies	PLO #2 Providing Direct Assistance to Attorneys	Apply knowledge of the law in order to provide direct assistance to attorneys including, but not limited to research, client interviews, problem resolution and the examination of ethics
2016-17 (Fall 2016)	El Camino: PLOs (BUS) - Real Estate	PLO #2 Industry Forms and Documents	Students show the ability to prepare and complete standard real estate industry forms and
2015-16 (Spring 2016)	El Camino: PLOs (BUS) - Accounting	PLO #2 Solving Problems	Solve a variety of financial and managerial accounting problems.
2015-16 (Spring 2016)	El Camino: PLOs (BUS) - Computer Information Systems	PLO #2 Business Communication	Upon the completion of a course of study in Computer Information Systems students will be able to demonstrate proficiency in common industry software applications, cyber
2015-16 (Spring 2016)	El Camino: PLOs (BUS) - Paralegal Studies	PLO #1 Legal Memoranda and Forms	Draft pleadings/memoranda including court forms in a manner sufficient for submission to the applicable court.
2015-16 (Spring 2016)	El Camino: PLOs (BUS) - Real Estate	PLO #1 Build Vocabulary	Students will define, describe and differentiate between various real estate standard terminology showing comprehension and knowledge of real estate vocabulary used in the workplace to assist and prepare each student from the diverse student body to gain
2015-16 (Fall 2015)	El Camino: PLOs (BUS) - Business Management and	PLO #2 Oral and Written Communication	Communicate effectively in a variety of business situations both orally and in writing.
2015-16 (Fall 2015)	El Camino: PLOs (BUS) - Office Administration	PLO #2 Principles, Procedures, and Practices	Analyze and apply appropriate business management principles, procedures, and practices.
2015-16 (Fall 2015)	El Camino: PLOs (BUS) - Paralegal Studies	PLO #1 Legal Memoranda and Forms	Draft pleadings/memoranda including court forms in a manner sufficient for submission to the applicable court.
2014-15 (Spring 2015)	El Camino: PLOs (BUS) - Accounting	PLO #1 Accounting Principles	Process, summarize, analyze, and evaluate accounting data in accordance with generally
2014-15 (Spring 2015)	El Camino: PLOs (BUS) - Computer Information Systems	PLO #1 Professional Awareness	Students will be able to explain ethical, legal, and societal implications inherent in information technology and understand the professional responsibilities of a computer professional.
2014-15 (Spring 2015)	El Camino: PLOs (BUS) - Paralegal Studies	PLO #1 Legal Memoranda and Forms	Draft pleadings/memoranda including court forms in a manner sufficient for submission to the applicable court.
2014-15 (Fall 2014)	El Camino: PLOs (BUS) - Business Management and	PLO #1 Vocabulary of Business Terms	Understand and utilize a comprehensive vocabulary of business/marketing terms.
2014-15 (Fall 2014)	El Camino: PLOs (BUS) - Business Management and	PLO #2 Oral and Written Communication	Communicate effectively in a variety of business situations both orally and in writing.
2014-15 (Fall 2014)	El Camino: PLOs (BUS) - Business Management and	PLO #3 Critical Thinking of Business Issues	Develop the critical thinking skills necessary to address complex business/marketing issues.
2014-15 (Fall 2014)	El Camino: PLOs (BUS) - Business Management and	PLO #4 Integrated Business Planning	Demonstrate an understanding of the integrated business/marketing planning process.
2014-15 (Fall 2014)	El Camino: PLOs (BUS) - Office Administration	PLO #1 Effective Communication Skills	Demonstrate effective oral and written communication skills for business environments.
2014-15 (Fall 2014)	El Camino: PLOs (BUS) - Paralegal Studies	PLO #1 Legal Memoranda and Forms	Draft pleadings/memoranda including court forms in a manner sufficient for submission to the applicable court.