



2024 Catalog

Professional Studies Degree (BYU-Idaho)

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Associate Degree Program Information

Degree Description

The applied associate degree in professional studies is a flexible degree that allows a student to tailor his or her education to meet professional and/or educational goals. Students may design a unique course of study by selecting certificates that will help qualify them for a variety of career options.

Program Outcomes

- Understand how disciples of Jesus Christ can work to solve problems and be peacemakers in both private and professional settings.
- Develop employable skills at both introductory certificate and advanced certificate levels.
- Effectively communicate about complex issues in a work environment.

Potential Employment

Due to the customizable nature of this degree, employment opportunities will truly be dependent upon the work experience of the student and the unique combination of skills that are developed through the two introductory certificates completed.

Required Certificates

1st and 2nd Certificates: Complete two of the following

Certificate	Original Degree
Administrative Assistant	Applied Business Management
Basic Accounting*	Applied Business Management
Commercial Fundamentals	Applied Business Management
Community and Environmental Health	Applied Health
Entrepreneurship	Applied Business Management
Family History Research	Professional Studies
Family Relations	Family and Human Services
Graphic Design Fundamentals (2nd certificate only)	Professional Studies
Hospitality and Tourism Management*	Applied Business Management
Medical Billing and Coding Fundamentals*	Applied Business Management
Project Management*	Applied Business Management
Social Media Marketing*	Applied Business Management
Teaching English as a Foreign Language (TEFL)	Applied Business Management
Technical Support Engineer*	Information Technology
Web and Computer Programming	Software Development

*Ensign College certificate. Only one certificate from Ensign College may be used.



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Associate Degree Required Course List

PathwayConnect Certificate* (7 credits)

PC 101	Life Skills
PC 102	Professional Skills
PC 103	University Skills

Certificates from Professional Studies Degree

Family History Research (15 credits)

FHGEN 110	Family History Research Student Success
FHGEN 120	Internet and Computer Skills
FHGEN 130	Paleography
FHGEN 241	Introduction to Research Methodology
FHGEN 242	Introduction to Evidence Analysis
REL 261	Introduction to Temple and Family History

Graphic Design Fundamentals (12 credits)

ART 125	Adobe CC Basics
ART 130	Introduction to Graphic Design
ART 230	Topography
ART 235	Graphic Design

All other certificate course lists are available in the original degree documents.

Additional Required Courses (1 credit)

GS 170	Career Development
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General Education Courses (17 credits)

REL 250C	Jesus Christ and His Everlasting Gospel
REL 275	Teachings and Doctrine of the Book of Mormon
REL 225	Foundations of the Restoration
REL 200	The Eternal Family
WRIT 101	Writing in Professional Contexts
BUS 301	Advanced Writing in Professional Contexts
MATH 108X	Math for the Real World

The associate degree will be automatically awarded to students after they have completed all associate degree requirements. All student credits earned (including general education, certificate, or transfer credits) will be applied toward the awarding of an associate degree.

**Direct admit students complete the following alternative courses instead of PathwayConnect:*

<i>GE 103</i>	<i>Online University Skills (1 credit)</i>
<i>COMM 150</i>	<i>Interpersonal Theory and Practice (3 credits)</i>
<i>FCS 340</i>	<i>Money Management (3 credits)</i>



Bachelor’s Degree Program Information

Degree description

The Bachelor of Science degree in professional studies is a flexible, certificate-based degree that allows online students the opportunity to tailor their education to meet professional goals. Students complete two introductory certificates and one advanced certificate in an area of specialization. This degree structure enables students to gain new skills in different emphasis areas and to develop a broader range of employable skills. Students also complete advanced general education courses that strengthen their leadership and critical thinking skills.

Program Outcomes

- Understand how disciples of Jesus Christ can work to solve problems and be peacemakers in both private and professional settings.
- Develop employable skills at both introductory certificate and advanced certificate levels.
- Effectively communicate about complex issues in a work environment.
- Use data and research to analyze problems.
- Demonstrate creative and critical thinking in addressing global problems.
- Work collaboratively with others.

Potential Employment

Students in this major complete two introductory certificates in different areas and advanced training in one area of concentration. These areas include business, health, family services, web development, and family history research.

Required Certificate

3rd Certificate: Complete one of the following

Certificate	Original Degree
Advanced Family History Research <ul style="list-style-type: none"> • Students must first complete Family History Research 	Professional Studies
Business and Leadership Skills <ul style="list-style-type: none"> • Students must first complete Administrative Assistant, Commercial Fundamentals, Entrepreneurship, or TEFL 	Applied Business Management
Family Services <ul style="list-style-type: none"> • Students must first complete Family Relations 	Family and Human Services
Health Program Strategies <ul style="list-style-type: none"> • Students must first complete Community and Environmental Health 	Applied Health
Web Development <ul style="list-style-type: none"> • Students must first complete Web and Computer Programming 	Applied Technology



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Bachelor's Degree Required Course List

Certificates from Professional Studies Degree

Advanced Family History Research (15 credits)

FHGEN 340	Genealogical Writing
FHGEN 351	U.S. Geographic Specialization
FHGEN 352	Introduction to Genetic Genealogy
ART 235	Graphic Design
FHGEN 411	Research Methodology
FHGEN 499R	Directed Geographic Specialty Research

All other certificate course lists are available in the original degree documents.

Additional Required Courses (18 credits)

Complete one of the following:

GS 497	Professional Projects
IDS 398R	Interdisciplinary Internship

Complete the following courses:

BUS 321	Organizational Leadership
FCS 340	Money Management
PUBH 480	Global Health
FAML 300	Marital Dynamics
BUS 374	Social Innovation

General Education Courses (21 credits)

REL 290	The Divine Gift of Forgiveness (or other religion elective course)
REL 333	Teachings of the Living Prophets (or other religion elective course)
REL 280	Answering My Gospel Questions (or other religion elective course)
FCS 160	Family Leadership and Resource Management
GESCI 110	Sustaining Human Life
HUM 110	Discovery and Discernment Through the Arts
PUBH 132	Personal Health and Wellness
PEACE 101	Conflict and Peace

The bachelor's degree will be automatically awarded to students after they have completed all bachelor's degree requirements. All student credits earned (including general education, certificate, or transfer credits) will be applied toward the awarding of a bachelor's degree.



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Course Details

PathwayConnect Certificate

PC 101: Life Skills (3 credits)

- Develop essential life skills, such as goal setting and problem solving.
- Develop writing ability in organization, clarity, and audience awareness.
- Learn and apply basic math skills to everyday situations.

PC 102: Professional Skills (3 credits)

- Develop necessary skills to advance a career.
- Produce clear and professional writing.
- Learn to use data and math to make decisions.

PC 103: University Skills (1 credit)

- Create and follow an academic plan to a bachelor's degree.
- Demonstrate an understanding of local and online resources for online student success.

Direct Admit Courses

GE 103: Online University Skills (3 credits)

- Plan how to achieve certificates and a degree.
- Practice selected reading comprehension strategies.
- Demonstrate self-management skills related to academic success.
- Develop personal strategies for persistence in pursuing online education.

COMM 150: Interpersonal Theory and Practice (3 credits)

- Identify foundational interpersonal theory and vocabulary.
- Demonstrate self-communication and interpersonal skills.
- Demonstrate skills to improve interpersonal relationships.

FCS 340: Money Management (3 credits)

- Demonstrate a knowledge of effective money management to meet short- and long-term goals.
- Articulate the principles of financial stewardship.
- Create a working budget.
- Design a functional financial plan.

Family History Research Certificate

FHGEN 110: Family History Research Student Success (1 credit)

- Identify and explain high research standards in personal family history research.
- Practice and teach high research standards for family history consultants.
- Prepare for success in the family history and genealogical field by exploring career options, incorporating professional standards, and explaining the purpose of credentialing organizations.
- Reflect on personal, educational, and career goals.

FHGEN 120: Internet and Computer Skills (3 credits)

- Use genealogical software to build a personal database and produce reports in alignment with industry standards.
- Solve a research problem using records found at Ancestry.com and FamilySearch.org.
- Utilize other genealogical sources, databases, and websites to plan research and find records.
- Explore social media platforms to begin building a professional network and discover avenues for continuing education.
- Format names, dates, and places using industry-accepted standards.

FHGEN 130: Paleography (3 credits)

- Identify elements of handwritten documents in preparation for deciphering and transcribing documents.
- Transcribe handwritten documents according to industry standards.
- Produce accurate translations of handwritten records.
- Apply paleographic techniques to a variety of record types, languages, and styles.
- Interpret information from handwritten records from a variety of record types, languages, and styles.

FHGEN 241: Introduction to Research Methodology (3 credits)

- Identify professional genealogical skills and potential career paths.
- Describe the research process.
- Define research problems through pedigree analysis and client-provided information.
- Identify, find, and analyze known information in order to save time and focus a research plan.
- Develop an effective research plan using knowledge of the typical contents of basic U.S. record types.
- Gather, analyze, and use information from genealogical records to solve problems.

FHGEN 242: Introduction to Evidence Analysis (3 credits)

- Use the genealogical research process to identify and solve genealogical problems.
- Develop an effective research plan using knowledge of the typical contents of advanced U.S. record types.
- Gather and use information from advanced records to solve problems.
- Analyze findings and document research results according to professional standards.
- Record conclusions via proof statements, summaries, or arguments.

REL 261: Introduction to Temple and Family History (2 credits)

- Describe and teach doctrines related to family history and temple work.
- Gather, organize, add to, and share information about themselves and their extended families.
- Demonstrate how to use their local family history center and other resources.
- Demonstrate how to use family history websites for research and service.
- Demonstrate and explain various forms of family history service.
- Explain and demonstrate the family history research process.
- Demonstrate leadership skills to help increase family history participation in wards and other community settings.
- Demonstrate a commitment to lifelong family history and temple service.
- Identify and demonstrate knowledge of ancestors and their historical settings.



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Graphic Design Fundamentals Certificate

ART 125: Adobe CC Basics (3 credits)

- Use Illustrator, Photoshop, and InDesign at a beginner level.
- Distinguish the uses of each application (e.g. vector vs. raster vs. publishing).
- Understand the benefits of non-destructive editing in Photoshop.
- Apply InDesign Styles to their work.
- Use Illustrator, Photoshop, and InDesign in concert.

ART 130: Introduction to Graphic Design (3 credits)

- Recognize the principles of design during active critique.
- Demonstrate how to use the principles of design to create dynamic compositions.
- Demonstrate how form communicates.
- Demonstrate ability to follow the full design process.
- Demonstrate how visual symbols communicate.
- Demonstrate proficiency in Adobe Illustrator.

ART 230: Typography I (3 credits)

- Explain the basic history of typography through font features.
- Identify letter anatomy.
- Demonstrate typographic hierarchy.
- Demonstrate effective readability and legibility using type.
- Develop a design process that addresses the role and nature of typography.
- Create aesthetically interesting type that uses good form.
- Use a grid at a beginning level.

ART 235: Graphic Design (3 credits)

- Demonstrate how to apply the principles of creative thinking by creating images that a target audience can understand.
- Use the principles of design to make strong visual images.
- Demonstrate how craftsmanship strengthens visual images.
- Demonstrate how to make images production ready.
- Use the design process to meet client needs.
- Critique peer design work by articulating weaknesses and potential solutions.

Advanced Family History Research Certificate

FHGEN 340: Genealogical Writing (3 credits)

- Compile genealogical information in alignment with industry-accepted publications.
- Provide supporting evidence by presenting copies of documents relevant to the genealogical objective.
- Create citations according to one of the industry-accepted style guides.
- Produce genealogical works based on established methodological and reporting practices.
- Report the analysis of genealogical evidence that facilitates comprehension by a reader.

FHGEN 351: U.S. Geographic Specialization (3 credits)

- Determine how geographical features, cultural features, and historical events affect the research process in specific regions.
- Conduct New England, Upper-South, and Southeast regions research (including a “big city” and African American research).
- Identify the availability of records for each state in the region.
- Determine unique characteristics of records in the region.
- Identify the general process for conducting research in each region.
- Plan and complete research projects to conduct research in the region.
- Produce well-organized genealogical research reports.

FHGEN 352: Introduction to Genetic Genealogy (3 credits)

- Understand the structure of DNA.
- Recognize the differences in autosomal DNA, mitochondrial DNA, Y chromosome DNA, and X chromosome DNA.
- Explain how DNA is used in genealogical research.
- Use DNA results to solve a genealogical problem.
- Defend ethical choices in genetic genealogical scenarios.

FHGEN 411: Research Methodology (3 credits)

- Understand advanced strategies for solving genealogical problems.
- Identify key record groups to use for genealogical problems.
- Develop a research plan and conduct effective research using a variety of records.
- Create and use an effective research log.
- Record, organize, and cite family history information and answers to genealogical questions in family group records and reports.
- Assemble and organize copies of documents.

FHGEN 499R: Directed Geographic Specialty Research (3 credits)

- Understand the credentialing process and requirements of both the ICAPGen and BCG credentialing organizations.
- Use skills obtained in the family history research program to learn how to complete research in a new geographic region.
- Plan and conduct research for a three- or four-generation family that lived in the U.S. and another geographic region of the world.
- Plan for and prepare to meet professional goals.

All other certificate course details are available in the original degree documents.



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Additional Required Courses

GS 170: Career Development (1 credit)

- Communicate personal and essential employable skills matched to a target job.
- Create a list of employers, contacts, and opportunities to obtain or improve employment.
- Prepare effective professional documents and a digital profile that incorporate essential employability skills.
- Identify and practice effective networking and job-search strategies.
- Connect and network with professionals, mentors, and potential employers in a target industry.
- Apply for jobs and/or improved position in current organization.
- Demonstrate effective interviewing and post-interviewing skills.

GS 497: Professional Projects (2 credits)

- Demonstrate the ability to work independently on a senior-level professional project.
- Create a summary of the professional project to include in a professional portfolio.
- Communicate the outcomes of the project through a written report.
- Develop career-readiness skills.

IDS 398R: Interdisciplinary Internship (1 credit)

- Apply employment-seeking skills such as resume writing, networking, and interviewing to obtain an internship.
- Develop knowledge and technical skills while working in a real-world environment.
- Effectively communicate internship outcomes in writing.
- Apply interdisciplinarity in the workplace.

BUS 321: Organizational Leadership (3 credits)

- Demonstrate proficient application of individual effectiveness principles and skills.
- Use organizational and team leadership principles to analyze and propose solutions to real-world problems.
- Practice and apply principles and skills of effective interpersonal and team communication.
- Apply each principle and skill in the contexts of work, home, church, and community.

FCS 340: Money Management (3 credits)

- Create a working monthly budget.
- Devise a financial plan that includes debt management, tax strategies, retirement, and personal financial goals.
- Identify specific strategies for frugal living.
- Analyze important criteria for making large purchases such as autos and homes.
- Explain how money relates to marriage and children.
- Illustrate various risk management options to show when each is appropriate and needed.
- Learn to magnify their financial stewardship.

PUBH 480: Global Health (3 credits)

- Describe global health priorities and health metrics.
- Identify the determinants of health, causes of disparities, and effective ways to address those.
- Differentiate the burden of disease among countries in the world, contributing factors, and potential solutions.
- Explain elements of successful, evidence-based, and culturally appropriate behavior change strategies, interventions, and policies that promote optimal health.
- Describe the major functions of health systems and organizations.
- Design a solution to a health issue in a specific location according to successful, evidence-based practices.

FAML 300: Marital Dynamics (3 credits)

- Demonstrate competency with communicating in secular and gospel language the basic skills and principles associated with successful marriages.
- Determine how to establish and maintain a healthy marriage within a challenging environment.
- Demonstrate a capacity to locate and synthesize empirical research concerning marriage.
- Assess marital functioning using theory and gospel principles.
- Implement learned principles in interpersonal relationships.

BUS 374: Social Innovation (3 credits)

- Describe what social innovation is generally and how it applies to students' lives.
- Identify opportunities and challenges faced by entities seeking to create measurable and sustainable social impact.
- Identify opportunities available to entities seeking to make a social impact based on principles of social innovation.
- Apply principles of social innovation to existing entities and/or hypothetical models within the context of a specific social issue.
- Articulate the potential connection between students' discipleship of Jesus Christ and their future careers and business decisions.

All other general education course details are available in the original degree documents.