

## **Business Education Department**

### **130 Career and Financial Management (.5 Cr.) Required**

**Grade 11**

This course will offer students an opportunity to evaluate themselves in decisions regarding life after high school. Students will evaluate the income of planned career goals and the cost of education to pursue it. This course is aligned with the National Standards for Personal Education that identifies core personal finance knowledge and skills organized into six topics: earning income, spending, investing, saving, managing credit and managing risk.

### **132 CP Introduction to Business via Entrepreneurship (1 Cr.)**

**Grades 11 and 12**

This course takes a look at starting your own business. Students will learn how to start, operate, and maintain a business encouraging creativity, innovation, critical thinking and problem solving. Areas of concentration include entrepreneurship characteristics, idea generation, forms of business ownership, budgeting and accounting, ethics, human resource management, and marketing. This class is a great start for anyone considering a business program at the post-secondary level.

### **134 CP Accounting I (1 Cr.)**

**Grades 10, 11 & 12**

The aim of this course is to provide students with an exposure to the basic skills needed to provide accounting for a sole proprietorship and corporation. Students with an interest in pursuing a career in business or accounting will be taught to record transactions in journals, post to ledgers, prepare financial statements, write and endorse checks, and prepare bank reconciliations. The calculation and recording of a company's payroll will also be covered. On-line working papers are used enabling each student to access assignments from any computer.

### **144 CP Accounting II (1 Cr.)**

**Grade 11 and 12**

This course is an extension of the principles acquired in Accounting I. It is a valuable course for the college-bound student seeking a business, financial, or accounting degree. A corporate business environment is used to teach the recording of uncollectible accounts, inventory valuation, accruals, deferrals, and depreciation of assets. Specialized journals, ledgers, and financial statements are taught using online working papers accessible from any computer.

*Prerequisite: Successful completion of Accounting I*