

General Business

Course: Introduction to Business

Credit: 0.5 - 1 semester

Open to Grade(s): 9 - 10

Prerequisite: None

This introductory course is designed to give students a basic understanding of business concepts. It will provide students with the fundamental knowledge for understanding business operations, concepts, functions, and skills required for meeting the challenges of operating a business in the global economy. Topics covered will include the various forms of business ownership, including entrepreneurship, as well as the basic functional areas of business that include finance, marketing, management, and accounting. The various careers within this field will be explored. Business ethics as well as other workplace skills will be taught and integrated within this orientation-level course.

Course: Accounting I

Credit: 1.0 - 2 semesters

Open to Grade(s): 11 - 12

Prerequisite: None (Algebra Helpful)

Accounting I is a skill level course that is of value to all students pursuing a strong background in business, marketing, and management. This course includes planned learning experiences that develop initial and basic skills used in systematically computing, classifying, recording, verifying and maintaining numerical data involved in financial and product control records including the paying and receiving of money. Instruction includes information on keeping financial records, summarizing them for convenient interpretation, and analyzing them to provide assistance to management for decision making. Accounting computer applications may be integrated throughout the course where applicable. In addition to stressing basic fundamentals and terminology of accounting, instruction should provide initial understanding of the preparation of budgets and financial reports, operations of related business machines and equipment, and career opportunities in the accounting field. Processing employee benefits may also be included. Simulations will be used to emphasize actual business records management. In addition to technical skills, course content will reflect the integration of academic and workplace skills. B300

Course: Accounting II

Credit: 1.0 - 2 semesters

Open to Grade(s): 12

Prerequisite: Accounting I

Accounting II is a skill level course that builds upon the foundation established in Accounting I. This course is planned to help students to develop a deeper knowledge of the principles of accounting with more emphasis being placed on financial statements and accounting records. It

is a study of previously learned principles as they apply to the more complicated types of business organizations: partnerships, corporations, branches, etc.. The students may become familiar with such specialized fields of accounting as cost accounting, tax accounting, payroll accounting, and others. Skills are developed in the entry, retrieval, and statistical analysis of business data using computers for accounting business applications. Accounting problems and/or simulations may be completed on the microcomputer. This course provides a technical background for college-bound students who plan a business curriculum, as well as those who want vocational preparation. In addition to technical skills, course content will reflect the integration of academic and workplace skills. B400

Course: Introduction to Business – (Dual Credit)

Credit: .5 – 1 semester

Open to Grade(s): 11-12

Prerequisite: None

This course covers the factual and information survey of business designed to give the student a background for understanding the principles and practices governing the operation of modern business.

The student may be able to receive both high school and college credit. This course alternates with Marketing Education I (dual credit) every other year and will be offered in 2025-26, 2027-28, and 2029-30.

Course: Marketing Education I – (Dual Credit)

Credit: .5 – 1 semester with weighted grading

Open to Grade(s): 11-12

Prerequisite: None

Marketing Education I is designed to focus on the functions of marketing as they relate to occupational task lists. Dual credit (high school and college credit) may be available. This course alternates with Introduction to Business (dual credit) every other year and will be offered in 2024-25, 2026-27, and 2028-29. The instructional components of the various functions of marketing are described as follows:

Distribution activities are associated with the physical movement or transfer of ownership of a product or service from producer to customer.

Selling (Pricing) requires responding to customer needs and wants through planned, personalized communication in order to influence purchase decisions and ensure satisfaction.

Product-Service Planning is the process of developing the product or service mix in response to market opportunities.

Promotion concerns communicating information about products, services, image, and/or ideas to influence consumer behavior. In addition to technical skills, course content will reflect integration of academic and workplace skills.

Course: Entrepreneurship

Credit: 0.5 - 1 semester

Open to Grade(s): 11 - 12

Prerequisite: None

This course is designed to introduce students to the basic concepts of entrepreneurship. This class will provide students with a real-life, hands-on learning experience while integrating entrepreneurship education in the classroom. Students will examine characteristics of successful entrepreneurs as well as examine entrepreneurship as a career choice. Students will learn how to develop a business plan, recognize a business opportunity, start a business based on that opportunity, and operate and manage that business. Students will be expected to work together as a team to produce, market, and sell products they create.

Course: Consumer Education

Credit: 0.5 - 1 semester

Open to Grade(s): 11 - 12

Prerequisite: None (This meets Cons. Ed. Requirement)

A student must meet the consumer education requirement before graduation. This course will help students become informed consumers in today's business world. The student should be able to demonstrate an understanding of how our economy functions, the importance of saving and investing, how to make wise purchases, how to budget and manage money to best advantage, how to evaluate sales and advertising practices, and how to guard against fraudulent or deceptive sales practices. This class will focus on the specific consumer problems that students will encounter during both their school years and adult lives. Other courses which satisfy the consumer education requirement are Resource Management and Economics. The requirement may also be met by passing the state developed Illinois State Consumer Education Test covering the above topics.