

**School of Business & Management
Management & Entrepreneurship**

Pathway to Completion

Course Listing (Must Complete 4 Courses) :

(100) Digital Literacy OR Computer Literacy (Required)

*** *Students will use a computer and application software including word processing, presentation, database, spreadsheet, internet, and email to prepare documents and reports. The impact of computers on society and ethical issues are presented.*

(200) Business Principles & App. OR Business & Marketing Essentials (Required)

*** *This course enables students to acquire a realistic understanding of business processes and activities. Students examine fundamental economic concepts, the business environment, and primary business activities. They develop an understanding of and skills in customer relations, economics, emotional intelligence, financial analysis, human resources management, information management, marketing, operations, professional development, and strategic management. Students are presented ethical dilemmas and problem-solving situations for which they must apply academic and critical-thinking skills.*

(300) Business Management OR Introduction to Management (Required)

*** *This course expands student understanding of management. It exposes students to several types of management, including customer relations, human resources, project, quality, risk, and strategic management. Business law, communication skills, economics, operations, and professional development are also stressed. Throughout the course, students are presented ethical dilemmas and problem-solving situations for which they must apply academic and critical-thinking skills. Leadership development will be provided through FBLA.*

(300) Accounting and Finance Foundations OR Personal Finance/Fin. Lit. (Required)

*** *This course will provide an introduction to both areas of accounting and finance. Topics will include banking, credit, financial literacy, career exploration, spreadsheet usage, and technical writing.*

(400) Business Co-op

*** *This course provides supervised work site experience related to the student's identified career pathway. A student must be enrolled in an approved capstone course during the same school year that the co-op experience is completed. Students who participate receive a salary for these experiences in accordance with local, state, and federal minimum wage requirements according to the Work Based Learning Guide.*

End of Program Assessments:

ASK Exam: Fundamental Business Concepts