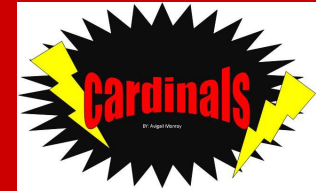
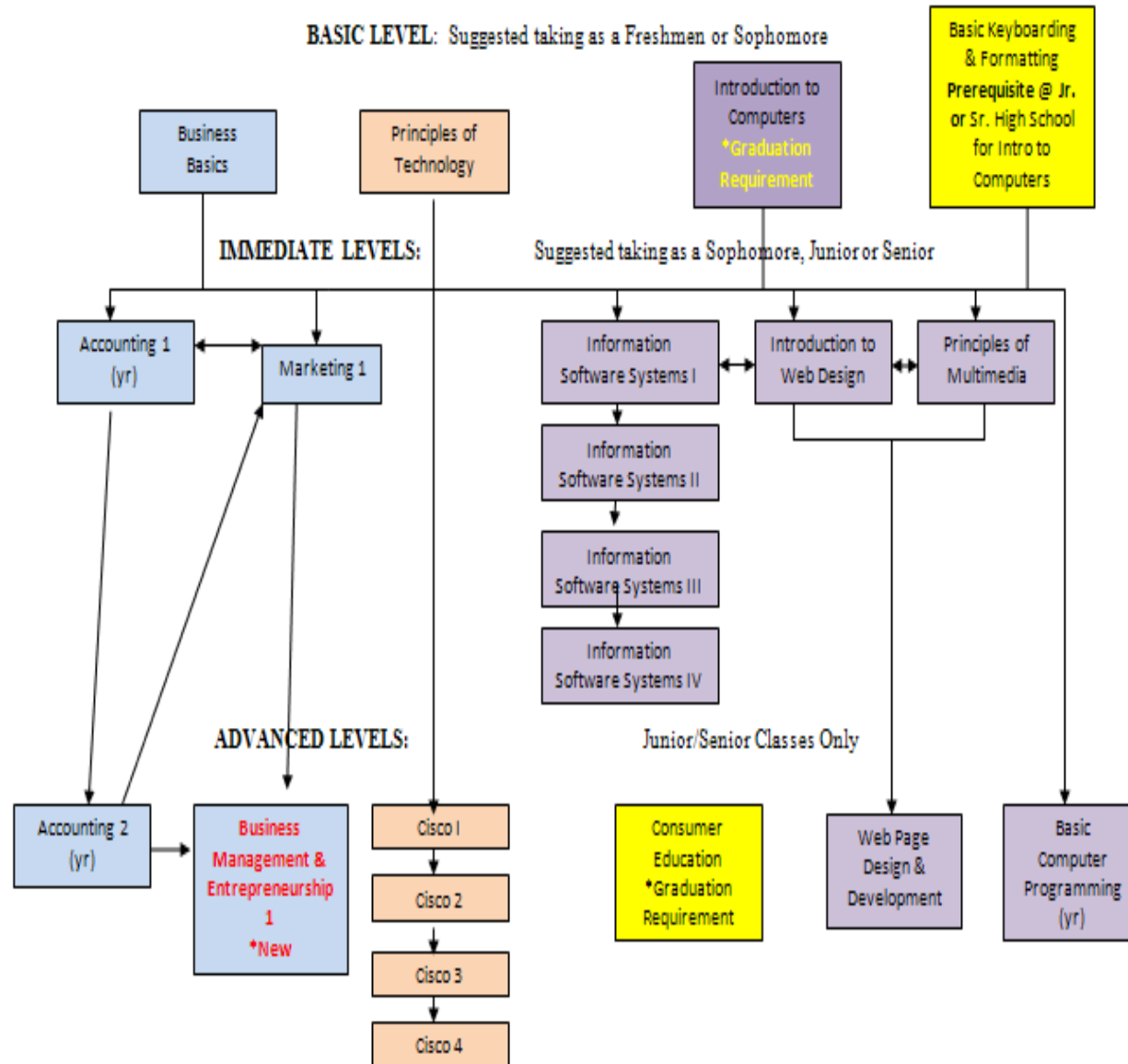


BUSINESS & INFORMATION TECHNOLOGY

SVHS Business & Technology Course Suggestions Designed to Feed into Specific Programs

The diagram below is suggestions for students who are considering taking advanced level classes in Technology or Business.



Business Course Guide



Business Basics

Semester ½ credit
Suggested Grades: 9, 10

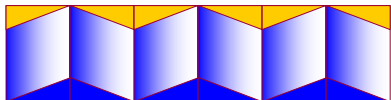
This course is designed to increase the student's opportunities to succeed in work after graduation or continue their education at a community college or university. Students are introduced to the American economy and the role that business plays in the economic well-being of America. Topics included are business-government relations, forms of business ownership, finance, management, stock markets, marketing, and economic concepts. It is strongly recommended that each student have a working knowledge of Microsoft Office. Topics include computer concepts/components, understanding Windows and the Internet as well as Internet Safety.

Accounting 1

1 year 1 credit
Suggested Grades: 10, 11, 12

Students may take this course for articulated credit @ RVC.

This is a skill level course valuable to all students pursuing business, marketing and management programs, vocational programs and students interested in starting up their own business. This course provides planned learning experiences and activities to develop abilities necessary for keeping, summarizing and analyzing financial records. In addition to stressing fundamental concepts of terminology of accounting, instruction will provide initial understanding of the preparation of financial reports, operation of business machines, computer applications, development of proper work habits and employability skills, and exploration of accounting careers and opportunities.



Accounting 2

1 year 1 credit
Grade: 11, 12

Students may take this course for articulated credit @ RVC.

A skill level course that builds upon the foundation established in Accounting 1. This course is designed for students who will be pursuing business, marketing and management programs, vocational programs as well as those students interested in starting up their own business. This course helps students develop a deeper knowledge of the principles of accounting with more emphasis being placed on financial statements and accounting records as they apply to partnerships and corporations. The students will become familiar with such specialized fields of accounting in the areas of internal and external accounting. In addition, skills are developed in the entry, retrieval and statistical analysis of business data using computers for accounting business applications.

Marketing 1

1 Semester ½ credit
Suggested Grades: 10, 11, 12

Marketing 1 will be a focus on the marketing world. It will include topics such as sales, promotions, distribution of goods, stock handling, pricing and product planning. Students will also be exposed to the concepts of productivity and its effect on cost and profit as well as working with a business/marketing plan. Job opportunities in the marketing field will also be explored. Additional topics include the four P's of marketing, economics in advertising, food marketing, and sports and entertainment marketing.

Business Management & Entrepreneurship 1

NEW
1 Semester ½ Credit
Suggested Grades: 11, 12

Business Management & Entrepreneurship 1 prepares individuals to perform functions and tasks associated with owning and operating a business. Components of business ownership covered will include purchasing, marketing functions, effective selling, distribution, product service planning, customer service, risk management and loss prevention, financing, and personnel management, culminating in a small business plan. Student will apply these principals in a "hands on" development and operation of a small business of their choosing.

Consumer Education

1 Semester ½ credit
Suggested Grades: 11, 12

This class fulfills the state requirement for Consumer Education.

Consumer Education is a State of Illinois requirement for all high school students. This course invites students to explore the future by making decisions in six key areas. These areas are as follows: global economics, future careers, employability, financing & budgeting; health and wellness; buying a dwelling place and purchasing transportation. The students will explore these areas from a personal perspective and become involved in their own personal project, which will ask them to map out a future course in the areas of finance and career. Students need to be familiar with Microsoft Office and class activities rely heavily on Internet research.

*Be prepared for your
future in the field of
business!*