

COURSES



POSTSECONDARY OPTIONS

HIGH SCHOOL/ INDUSTRY CERTIFICATION	CERTIFICATE/ LICENSE*	ASSOCIATE'S DEGREE	BACHELOR'S DEGREE	MASTER'S/ DOCTORAL PROFESSIONAL DEGREE

OCCUPATIONS	MEDIAN WAGE	ANNUAL OPENINGS	% GROWTH

WORK BASED LEARNING AND EXPANDED LEARNING OPPORTUNITIES



COURSE INFORMATION

COURSE NAME	COURSE NUMBER AND CREDITS	PREREQUISITES (PREQ) COREQUISITES (CREQ)	GRADE
Business Information Management I	8608 (1 credit)	None	9-12
Principles of Business, Marketing, & Finance Regular or DC	8601 OR 8601-6 (1 credit)	None	10-12
Money Matters Regular or DC	8647 OR 8647-6 (1 credit)	Regular: Principles of BMF DC: Prin BMF and SWTJC requirements	11-12
Accounting I Regular or DC	8645 OR 8645-6 (1 credit)	Regular: Principles of BMF Dual Credit: SWTJC requirements	11-12
Accounting II	8646 (1 credit)	Accounting I Regular or Dual Credit	12
Extended Practicum in Business Management Regular or DC	8625 OR 8625-6 (3 credits)	Regular: None Dual Credit: SWTJC requirements	12

COURSE DESCRIPTIONS

Business Information Management I:

Articulated Credit at SWTJC: ITSC 1301

Students will develop the knowledge and skills of Microsoft Office Applications in order to apply to a personal and/or workplace business situation with the use of a personal computer. The course focuses on word processing documents, developing a spreadsheet, creating a database, presentation management, Internet access, and emerging technologies. Students will also continue to develop keyboarding skills and will develop skills for success in the workplace.

Principles of Business, Marketing, & Finance Regular:

College Credits for DC: BUSI 1301 & BMGT 1301

Principles of Business, Marketing, & Finance Dual Credit

In the first semester, students will create their very own business! Students are given the opportunity to enjoy hands-on learning in all areas of business, including the process of building one from the ground up. The second semester allows students to learn to walk in the shoes of a supervisor. Through discussion, role-play, and group interaction students will gain familiarity with valuable leadership qualities, as well as experience in managing the diverse situations of the workplace.

Money Matters Regular:

College Credit for DC: BUSI 1307

Money Matters Dual Credit

In this course, students learn about setting long and short-term financial goals based on their budgets and will learn life skills such as investing, insurance, budgeting, careers, planning, and money.

Accounting I Regular:

College/Articulated Credit: ACNT 1403

Accounting I Dual Credit

Students will learn the language of business. They will learn how to manage, record, classify, analyze, and distribute money in a business and prepare financial statements that will allow business owners and investors to make decisions.

Accounting II:

Satisfies a Math credit for graduation

Students will gain more knowledge regarding the language of business. They will enhance their knowledge of accounting and finance careers and will get more detailed instruction in recording, managing, classifying, analyzing, and distributing money in a business.

Extended Practicum in Business Management Reg or DC:

College/Articulated Credit: BMGT 1382

The course allows students the opportunity to work while still receiving school credit. Students are taught about finding their future careers, keeping, as well as leaving, a job, and how to expound on their employable talents.

Courses in yellow are advanced courses for endorsement purposes.

