

BUSINESS

Computers.com (9-12)

1 credit

No Fee

Students will learn about software programs and packages that are used in the marketplace today. They will learn how to apply software in the areas of business presentations, reports, memos, letters, website layouts, greeting cards, business cards, resumes, and other applications used in the business world. They will see how computers have changed the business world, the ethics of computer technology, and the future of computer development. They will prepare for the International Computer Driver's License Certification and have a working understanding of general business communications.

Advanced Computers.com (10-12)

½ credit

No Fee

Pre-requisite: Computers.com

Students that want to go beyond what they learned in Computers.com will take this course to provide them with the necessary tools needed for advanced high school and college communications. Students that complete this course will be fully prepared for the ICDL (Computer Driver's License).

Accounting I (10-12)

1 credit

No Fee

This course covers the entire cycle of bookkeeping operations. It provides an excellent orientation to business operations and procedures as well as practice on family budgeting and bookkeeping. It also helps prepare the student for additional accounting study.

Accounting II (11-12)

1 credit

No Fee

Pre-requisite: Accounting I

This course, an extension of Accounting I, starts with a review of Accounting I. It then goes into more depth in accounting areas such as payroll accounting, accounting systems, cost accounting, and management use of accounting data. It is recommended for students who are planning to go into an accounting or management career or who plan to attend college.

General Business (9-12)

½ credit

No Fee

Students will learn about general business information as interest rates, credit cards, savings accounts, insurance, etc. This course will gear students towards a better economic life.

Advertising/Marketing (10-12)

½ credit

No Fee

Students will learn marketing and advertising strategies. They will create a product or business and develop strategies to promote their business or sell their product.

Personal Finance (11-12)

½ credit

No Fee

Students will be introduced to a variety of investment options. Topics studied will include stocks, bonds, mutual funds, etc. They will participate in an internet stock simulator.

Web Page Dev & the Internet (10-12)

1 credit

No Fee

Students learn to develop and design Web Pages using HTML. This course is an introduction to computer programming language. It is geared toward those students that want to continue in the direction of computer programming.