

## Grades 11 and 12

### **Business Law** (*One Semester*)

Law has an impact on our daily lives. This course builds the skills and knowledge necessary to perform one's legal duties and obligations. Topics include criminal and civil law, contracts, and a variety of current legal issues that arise. *You Be the Judge* cases are incorporated into the curriculum. Students participate in an outside field trip to a courthouse and/or correctional facility. **Honors option available.**



### **Culinary 3—Hospitality Business** (*One or Two Semesters options*)

**Prerequisite:** Elective Business Course OR Culinary Arts 1 & 2 This is a two-period capstone course that is sponsored by Addison Trail, local hotels, restaurants, and other hospitality establishments. Students will gain experience with duties performed in the hotel, restaurant, and travel industry, and be able to earn their Food Manager Certification. *Earn College of DuPage. Industry certification opportunity available.* **Must sign up for both Business and FACS courses.**



**Entrepreneurship** (*One Semester*) Enjoy Shark Tank? Do you want to start your own business? Then this class is for you! Develop teamwork skills as you make corporate decisions based on various case studies and a simulation of managing a business. The course explores all aspects of business operation and investigates new and popular trends in business management. Students write a business plan based on interest and future goals. **Honors option available.**



### **Accounting 2-Honors** (*Full Year*)

This is an introductory college accounting course. It includes departmentalized accounting, cost accounting, accruals, deferrals, controlling financial resources, accounting for partnerships and corporations. Computerized accounting software and spreadsheets are integrated. Must have successfully completed Accounting I. **Honors credit applies.**



### **Work Program—Business** (*Full Year*)

Develop skills for success in the workplace. The students will receive one period of instruction in the classroom each day and will also spend an average of 15 hours per week on a job in Business earning two credits per semester. Earn credit for the **Job** and credit for the **Class**. Don't have a job...we will help you find one.

## Career and Technical Education Department



Dual Credit  
Internships  
Industry Certifications  
Field Trips  
Guest Speakers  
Honors Options  
Student Activities  
(BPA, DECA, FCCLA, SkillsUSA)

### **Business Education**

**Career Pathways**  
Accounting/Finance  
Information Technology  
Marketing, Law, & Entrepreneurship

**Instructors**  
Mrs. Juliann Boudouris, Dept. Chair  
Mr. Jeff Laschinski  
Mr. Mike Maaske  
Mr. Joe Mahoney

## CTE—Business Curriculum

Grades	Courses	Honors Option	Dual Credit	Other
9-12	Introduction to Business			Meets grad requirement
	Sheltered Intro to Business			
	Keyboarding/Word Processing		X	
	College & Career Technology	X	X	
10-12	Consumer Management			Certification Opportunity
	Sheltered Consumer Management			
	Accounting I	X		
	Marketing—Sports & Entertainment	X		
11-12	Accounting 2--Honors	X		
	Business Law	X		
	Entrepreneurship	X		
	Work Program—Business			
	Culinary 3/Hospitality Business		X	Industry Certification
12	Advanced Work Program—Business			

### Computer Technology Courses—All Grade Levels

#### Keyboarding/Word Processing (*One Semester*)

Develop a skill that is used in all careers and academic settings. Learn the alphabetic and numeric keyboard by touch and how to format common everyday documents (personal & business letters, tables, reports, centering vertically and horizontally, tabs, bullets and enumeration, and sending e-mail) using features of Microsoft Word 2016. Develop speed and accuracy. **Earn College of DuPage credit in the Dual Credit program.**



#### College & Career Technology (*One Semester*)

Don't be left out when it comes to learning and knowing how to use the Microsoft Office Suite in academics or the workplace. Learn word processing, database, spreadsheet, and presentation applications (Microsoft Word, Access, Excel, and PowerPoint) and how to integrate them. These are skills you should know whether you plan on going to college or entering the world of work immediately. **Earn College of DuPage credit.**

**Industry certification opportunity available. Honors Option is available.**



### Grades 9, 10, and 11

#### Introduction to Business (*Full Year*)

Satisfies Consumer Management graduation requirement.

This course presents the everyday business activities that the student will experience in his or her own personal life. It is a general orientation course in the business field, including such topics for exploration as business careers, money management, investing, banking services, consumerism, and types of insurance. The course contributes to a better understanding of American business and where we as consumers and business persons will fit into this social and economic environment. Students will explore careers during a field trip to a business.



### Grades 10, 11 and 12

#### Accounting 1 (*Full Year*)

This course is highly recommended for students who plan to study any field of business in college or own their own business. The study of accounting emphasizes the accounting principles and concepts necessary to process financial data through an entire accounting cycle. Students



acquire the background essential for a solid foundation for the further study of accounting. Computerized accounting software and spreadsheets are integrated into the curriculum. **Honors option available.**

#### Marketing—Sports and Entertainment (*One Semester*)

Learn the basic concepts of Marketing in the Sports and Entertainment Industry. The student will study the four P's of marketing—product, price, place, and promotion; including topics such as marketing research, sponsorships, endorsements, advertising, logos, and promotion planning. Classroom instruction includes current events, case studies, individual and group projects, as well as computer simulations. Course offers field trip opportunities to places such as Soldier Field, Niketown, Water Tower Place, or Wrigley Field. **Honors option available.**



#### Consumer Management (*One Semester*) Online

*blended format available* Become a wise consumer...develop skills for successful budgeting, financing, purchasing, money management, and everyday living. This class relates to everyday living and helps prepare individuals for making wise purchasing decisions. Topics include: budgeting, saving/checking, investments, smart shopping, using credit wisely, tax prep, insurance, advertising, labor relations, and consumer protection laws. **Certification opportunity.**

