



PERSONAL FINANCE

Students will learn about banking, checking, savings, credit cards, consumerism, investing, budgeting, insurance, how to complete their own taxes, and planning for long-term financial management.

[1/2 credit - Grades 9-12]

INTRODUCTION TO BUSINESS

Students will learn about economic principles, entrepreneurial skills, business communications, accounting, management of human resources, basic marketing concepts, business law, international business, financial literacy, and current events related to business. This course will allow students to preview other courses taught at North High School based on topics covered in this class.

[1/2 credit - Grades 9-12]

ACCOUNTING

Students will learn concepts that apply to everyday modern business and finance, analyze, journalize, and post business transactions, and prepare and analyze financial statements. Accounting is highly recommended for students planning to study business at a college or university.

[1 credit - Grades 10-12]

BUSINESS ORGANIZATION / ENTREPRENEURSHIP

Students will learn how to start a business, select and market a product/service, acquire financing, hire a staff, and write a successful business plan. [1/2 credit - Grades 10-12]

KEYBOARDING

Keyboarding is a course in touch typing with emphasis placed on correct technique, speed building and word processing skills. Using Microsoft Word, students will learn how to prepare short and multi-page reports, outlines and personal business letters in addition to other features of MS Word.

[1/2 credit - Grades 9-12]

BUSINESS LAW

Business Law deals with issues that are essential in forming/running a business, engaging in contracts, buying on credit, employment/labor law, unions, and preparing a will/trust. Students will explore many important social and ethical issues relating to their daily personal and professional lives.

[1/2 credit - Grades 10-12]

INTERNATIONAL BUSINESS

Students will learn the basics of international business, why it is important, how global economics is essential to global business success, in addition to an understanding of international cultures, customs, geography, political, legal and ethical business practices. Students will also be exposed to the possible career choices and opportunities that exist in today's global market. [1/2 credit - Grades 10-12]

FOR MORE INFORMATION PLEASE VISIT [HTTP://NORTHBIZ.WEEBLY.COM](http://northbiz.weebly.com)