

Career & Technical Education Business Management

- Level 1
- Principles of Business, Marketing, & Finance
 - Business Information Management I

- Level 2
- Business Information Management II
 - Business Law

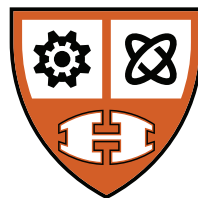
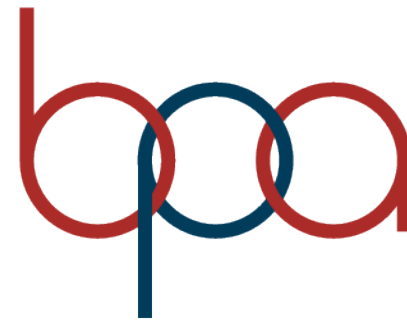
- Level 3
- Business Management

- Level 4
- Statistics in Business Decision Making
 - Practicum in Business Management

Certification(s)

- Administrative Assisting

Student Organization



**CAREER & TECHNICAL
EDUCATION** HUTTO ISD

BUSINESS

Course Information - Business Management

Course Title	Credits	Prerequisites	Course Description
Principles of Business, Marketing, & Finance	1.0	None	In Principles of Business, Marketing, and Finance, students gain knowledge and skills in economies and private enterprise systems, the impact of global business, the marketing of goods and services, advertising, and product pricing. Students analyze the sales process and financial management principles. This course allows students to reinforce, apply, and transfer academic knowledge and skills to a variety of interesting and relevant activities, problems, and settings in business, marketing, and finance.
Business Information Management I	1.0	None	In Business Information Management I, students implement personal and interpersonal skills to strengthen individual performance in the workplace and in society and make a successful transition to the workforce and postsecondary education. Students apply technical skills to address business applications of emerging technologies, create word-processing documents, develop a spreadsheet, formulate a database, and make an electronic presentation using appropriate software.
Business Information Management II	1.0	Business Information Management I	In Business Information Management II, students implement personal and interpersonal skills to strengthen individual performance in the workplace and in society and make a successful transition to the workforce or postsecondary education. Students apply technical skills to address business applications of emerging technologies, create complex word-processing documents, develop sophisticated spreadsheets using charts and graphs, and make an electronic presentation using appropriate multimedia software.
Business Law	1.0	None	Business Law is designed for students to analyze various aspects of the legal environment, including ethics, the judicial system, contracts, personal property, sales, negotiable instruments, agency and employment, business organization, risk management, and real property.
Business Management	1.0	None	Business Management is designed to familiarize students with the concepts related to business management as well as the functions of management, including planning, organizing, staffing, leading, and controlling. Students will also demonstrate interpersonal and project-management skills.
Statistics in Business Decision Making	1.0 (Math)	Algebra II	Statistics and Business Decision Making is an introduction to statistics and the application of statistics to business decision making. Students will use statistics to make business decisions. Students will determine the appropriateness of methods used to collect data to ensure conclusions are valid.