



## *Continuing a Culture of Excellence*

### **Principles of Business, Marketing and Finance**

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**Conference Period:** 5<sup>th</sup> Period 12:45-1:35

**Tutoring Opportunities:** Every morning 8:30am...After school by appointment...Please let me know when you are coming!

### **Class Materials:**

- Please bring a spiral and a pencil or pen (Black or blue ink) to class each day.
- This spiral may be turned in weekly and returned the next day. Only material for this class should be in the spiral. Please talk to the teacher if you need help obtaining a spiral.
- Lesson plans and reading material are in canvas!

Access to Canvas and Office365 tools is available to students through our [Single Sign-on Portal \(SSO\)](#). Students receive their SSO login during enrollment.

### **Course Description:**

This is an introductory course where students will gain knowledge and skills in economies and private enterprise systems, the impact of global business, marketing of goods and services, advertising, and product pricing. Students analyze the sales process and financial management principles.

### **Course Goals:**

Students who complete this course successfully will be able to:

1. Describe the characteristics of business.
2. Define ethics in business.
3. Understand the impact of international business on the United States economy.
4. Understand basic sales and marketing concepts.
5. Understands the fundamental principles of money.
6. Analyze career opportunities and formulate a career plan.

### **Student Evaluation:**

The grading system for this course is as follows:

- Grade averaged... 60% Major... 40% Minor
- Major grades – tests (including District Common Assessments, six weeks assessments, projects, final essays, research papers, presentations); minimum three per six weeks
- Minor grades – quizzes, daily assignments, journals; minimum ten per six weeks
- Semester exams will count 1/7 of the semester grade
- A letter system (S, N, U) is used to report a student's conduct based on proper/responsive conduct and citizenship

- Per Board Policy EIA (LOCAL), “The District shall permit a student who meets the criteria detailed in the grading guidelines a reasonable opportunity to redo an assignment or retake a test for which the student received a **failing** grade. This policy applies only to initial identified major grades and does not apply to daily assignments, quizzes, six-week test, and semester final examinations. Upon reteach and retest, the new test, project, etc. recorded will be a high score of 70%.

**Assignments, exams, expectations outside of the classroom:**

All work should be completed in class each day. Daily grades may be given for daily work completion.

**Attendance/Tardy Policy/Make-Up Work:**

Daily attendance is encouraged.

The tardy policy is: 1st or 2nd tardy is a warning. The 3rd or more tardy will result in a referral/detention.

Tardies will start over each 6 weeks.

Make-up work due date is calculated upon your return to school. For example, if you are absent two days, you have 2 days plus one extra day to turn in your work. Work should be uploaded to canvas or turned into the basket by the end of class on the due date. Please contact the teacher if you have questions.

**Classroom Expectations:**

We are preparing each student with the necessary skills for career development, maintenance of employability, and successful completion of course outcomes. The student is expected to practice positive work behaviors, have regular **Software:** Students are not allowed to bring games from home. Games brought from home will result in possible loss of school PC privileges. If a student finished their work early, they can enhance their work beyond the assignment or move ahead in the unit. **Absolutely, NO violent videos or video games allowed in class.**

**Discipline:** In the event that a student misbehaves in class, the following actions will take place in order.

1. Re-Do- student is allowed to correct the behavior with a warning from the teacher.
2. Behavior Reflection Sheet- student fills out a sheet explaining what they did and what they could do different.
3. Parent Phone Call- teacher will call the parent on third offense.
4. Lunch Detention- Student will have detention in the teacher’s classroom during Lunch/Bos Time or after/before school.
5. Meet with Principal- If problem persist then a referral will be written and the student sent to the office.

**Preliminary Schedule of Topics, Readings, and Assignments**

- 1<sup>st</sup> Six Weeks: Basic Business
- 2<sup>nd</sup> Six Weeks: Finance, Government and Business
- 3<sup>rd</sup> Six Weeks: Economics
- 4<sup>th</sup> Six Weeks: International Business and Marketing
- 5<sup>th</sup> Six Weeks: Finance and Business
- 6<sup>th</sup> Six Weeks: Investments, taxes and careers

**Academic Integrity:**

Academic integrity values the work of individuals regardless if it is another student’s work, a researcher, or author. The pursuit of learning requires each student to be responsible for his or her academic work.

Academic dishonesty is not tolerated in our schools. Academic dishonesty, includes cheating, copying the work of another student, plagiarism, and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or other supervising professional employee and considers written materials, observation, or information from students. Students found to have engaged in academic dishonesty shall be subject to disciplinary and/or academic penalties. The teacher and campus administrator shall jointly determine such action.