

Program: **Business**

CIP#: **520101**

Competency	Course and Quarter Assessed																		
	Intro		Global				Law				Accounting				Retail				
	1	2	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	
Understand the concepts and methods of business communication and use business technology to develop effective communication skills	X						X					X				X			
Understand the importance of professional development, networking, leadership and personal growth to enhance career success								X					X				X		
Understand planning and management principles to improve workplace efficiency and achieve business objectives																	X		
Understand economic and financial concepts and analyze business and personal financial data for use in business decisions													X					X	
Understand the concepts of personal finance to make sound financial decisions		X										X							
Understand business' responsibility to know, abide by, and enforce laws and regulations that affect business operations and transactions								X											
Understand the functions of management, implementation and integration that affect a business' ability to plan, control and organize an organization or department																			X
Understand the tools, techniques, and systems that businesses use to create exchanges and satisfy organizational objectives		X																	X
Understand the importance of career and employability skills to achieve success in today's workplace		X						X						X				X	