

Course Descriptions

Revised 2019-2020

Course Name *

CCFM (Careers, Computing, and Financial Management)

Teacher Name *

Mrs. Fingar

Prerequisite *

*Graduation Requirement

Course Description *

Prepare yourselves for life-long success after graduation! Gain hands-on experience through unique games, simulations, case studies, and interactive exercises. Spend up to three days job shadowing a professional of your choice! Play the stock market game with your classmates using thousands of virtual dollars. Design your own business. Become computer savvy with a variety of software programs to make you successful during high school, college, and the workplace. Learn important job-searching skills, including creating effective resumes and important interviewing techniques. Learn important financial literacy skills like maintaining your own checking account, maintaining good credit, making wise investments, and preparing income tax returns--which you'll need to become responsible consumers and citizens.

Credit - Will this course receive college credit *

☐ Yes

☒ No

This course could lead to a career in: *

All careers! Stock Broker, Financial Planner, Accountant, Career Counselor

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Course Descriptions

Revised 2019-2020

Course Name *

Business Law

Teacher Name *

Mrs. Fingar

Prerequisite *

None

Course Description *

Participate in exciting Mock Trials about murder, burglary, or robbery! Students will enjoy preparing for roles such as judge, attorney, various witnesses, bailiff, or jurors. Afterwards, we'll even go see an actual trial at the Jefferson County Courthouse. After examining criminal law issues, students will learn business and personal law which is related to their daily lives, both now and in the future. Students will learn about the law and minors, buying and insuring a car, employment contracts, and renting an apartment.

Credit - Will this course receive college credit *

☐ Yes

☒ No

This course could lead to a career in: *

Lawyer, Judge, Paralegal, Legal Secretary, Forensic Science, Law Enforcement

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Course Descriptions

Revised 2019-2020

Course Name *

Accounting

Teacher Name *

Mrs. Fingar

Prerequisite *

None

Course Description *

Accounting plays a vital role in the day-to-day activities of every business. This course is designed to provide students with a basic understanding of record keeping and financial management of a business. The course covers the entire accounting cycle for both a service and merchandising business. Learn by completing chapter exercises in journals or ledgers with some of the exercises being transferred to computer applications. Gain entry-level skills for employment, accounting experience you need in case you start your own business in the future, or necessary experience for the fast-paced accounting course you may be required to take in college.

Credit - Will this course receive college credit *

☐ Yes

☒ No

This course could lead to a career in: *

Accountant, Bookkeeper, Business Manager, Accounting Clerk

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Course Descriptions

Revised 2019-2020

Course Name *

Intro. to Microsoft Office (CIS 110) JCC College Credit

Teacher Name *

Mrs. Fingar

Prerequisite *

None

Course Description *

This is an easy, yet very beneficial college class taught by Mrs. Fingar where students learn in-depth about Excel, Word, and PowerPoint. This is extremely worthwhile to know for college and the workplace! The industry standard is still Microsoft Office, not Google Docs, Sheets, and Slides. Take it for BHCS credit and/or earn three college credits.

Credit - Will this course receive college credit *

☒ Yes

☐ No

This course could lead to a career in: *

All Careers!

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Course Descriptions

Revised 2019-2020

Course Name *

Personal Finance (BUS 104) JCC College Credit

Teacher Name *

Mrs. Fingar

Prerequisite *

None

Course Description *

Learn to be financially fit for the rest of your life! This essential introductory course is taught by Mrs. Fingar and provides an overview of personal finance as it relates to personal financial planning. Budgeting, credit control, expense control, mortgage and consumer financing, tax planning and investments are covered. Take it for BHCS credit or earn three college credits.

Credit - Will this course receive college credit *

☒ Yes

☐ No

This course could lead to a career in: *

Business (Accountant, Manager, Business Owner, Banker)

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