

BUSINESS STUDIES

Information and Communication Technology in Business BTT1OR

Grade 9, (Open)

This course introduces students to information and communication technology in a business environment and builds a foundation of digital literacy skills necessary for success in a technologically driven society. Students will develop word processing, spreadsheet, database, desktop publishing, presentation software, and website design skills. Throughout the course, there is an emphasis on digital literacy, effective electronic research and communication skills, and current issues related to the impact of information and communication technology. This computer based course will emphasize the use of current information and communication software by Microsoft, Adobe, Corel, Google, as well as other globally recognized companies and online service providers.

Introduction to Business BBI2OR

Grade 10, (Open)

This course introduces students to the world of business. Students will develop an understanding of the functions of business, including accounting, marketing, information and communication technology, human resources, and production, and of the importance of ethics and social responsibility. This course builds a foundation for further studies in business and helps students develop the business knowledge and skills they will need in their everyday lives. This course will take place in a computer lab where students will use current software applications and computer simulations to learn about setting up their own business.

Prerequisite: None

Financial Accounting Fundamentals BAF3MR

Grade 11, (College/University Preparation)

This course introduces students to the fundamental principles and procedures of accounting. Students will develop financial analysis and decision-making skills that will assist them in future studies and/or career opportunities in business. Students will acquire an understanding of accounting for a service and a merchandising business, computerized accounting, financial analysis, and ethics and current issues in accounting. This computer-based course involves business simulation games and the use of online and lab-based computer accounting software.

Prerequisite: None

Entrepreneurship – The Hub BDP3O

Grade 11, (Open)

This course focuses on ways in which entrepreneurs recognize opportunities, generate ideas, and organize resources to plan successful ventures that enable them to achieve their goals. Students will create a venture plan for a school-based or student-run business. Through hands-on experiences, students will have opportunities to develop the values, traits, and skills most often associated with successful entrepreneurs. This course will help students prepare to live and work in an enterprising way – either by creating their own business or by applying business related skills while working for others. This computer-based course involves business simulation games and the use of computer software, and may have an emphasis on enterprises relating to the skilled trades or other industries suitable for operation in Muskoka.

Prerequisite: None

**Marketing
BMI30**

Grade 11, (Open)

This course introduces the fundamental concepts of product marketing, which includes the marketing of goods, services and events. Students will examine how trends, issues, global economic changes, and information technology influence customers' buying habits. Students will engage in marketing research, develop marketing strategies, and produce a marketing plan for a product of their choice.

Prerequisite: None

**Financial Accounting Principles
BAT4MR**

Grade 12, (College/University Preparation)

This course introduces students to advanced accounting principles that will prepare them for postsecondary studies in business. Students will learn about financial statements for various forms of business ownership and how those statements are interpreted in making business decisions. This course expands students' knowledge of sources of financing, further develops accounting methods for assets, and introduces accounting for partnerships and corporations. This is a computer based course involving business simulation software and the use of online and lab based programs.

Prerequisite: Grade 11 Financial Accounting Fundamentals (BAF3MR)

**Business Leadership: Marketing Fundamentals
BOH4MR**

Grade 12, (College/University Preparation)

This course focuses in the development of leadership skills used in managing a successful business. Students will analyse and experience the role of a leader in business, with a focus on decision making, management of group dynamics, workplace stress and conflict, motivation of employees, and planning related to the day-to-day operations of The Hub (BMLSS' business project). Effective business communication skills, ethics, and social responsibility are emphasized.

Prerequisite: None