



# Business, Management, & Administration Individual Graduation Plan

This career cluster plan of study is a source of information as you develop your own personal learning plan. This plan lists EXAMPLES of suggested coursework. Courses will vary according to the availability in each school district. Plans of study should meet high school graduation requirements as well as entrance requirements for a variety of postsecondary options within this career cluster.

■ Coursework				
Subject	9 <sup>th</sup> Grade	10 <sup>th</sup> Grade	11 <sup>th</sup> Grade	12 <sup>th</sup> Grade
<b>Language Arts</b> <i>(9 credits)</i>	English 9 Honors English 9 Speech	English 10 Honors English 10	English 11 AP English 11	English 12 AP English 12
<b>Mathematics</b> <i>(8 credits)</i>	Math class (per math dept. recommendation)	Math class (per math dept. recommendation)	Math class (per math dept. recommendation)	Math class (per math dept. recommendation)
<b>Science</b> <i>(6 credits)</i>	Earth Science Honors Earth Science	Biology AP Biology	Science	
<b>Social Studies</b> <i>(4 credits)</i>	History 9	US History 10	US History 11 Dual Credit US History 11	American Government Adv. American Government
<b>Additional Requirements</b>	Freshman Transitions Foreign Language	Health PE	Beg/Int. Microsoft Office PE	Macro Economics
<b>Electives (52 total credits required for graduation)</b>	Advertising I	Accounting I Advertising II	Accounting II Advertising III Personal Finance	Accounting III Advertising IV Business Management Cooperative Education
■ Extended Learning				
<b>School-Based</b>	Career Research BPA DECA	Academy of Finance BPA DECA Career Interviews Job Shadowing	Academy of Finance BPA DECA Higher Ed Day Summer Internships	Academy of Finance BPA DECA Senior Project
<b>Community-Based</b>	Earn Community Service Points through Helping Hands Day; holiday canned food drive; and class assignments	Trash pickup day Visit local nursing homes Part-Time Employment	Mentorships Trash pickup day Visit local nursing homes Part-Time Employment	Mr. Twin Falls High Pageant Fundraiser Financial Awareness Night Academy of Finance Newsletter to Businesses Participate in Chamber of Commerce

## Advanced Coursework for Postsecondary Credit

- Introduction to Business
  - Business Communication
  - Bus Statistics for Decision Making
  - Introduction to Information Science
  - Principles of Marketing
  - Intro to International Business
  - Legal Environment
- Human Relations in Supervision
  - Marketing and E-Commerce
  - Retailing and Merchandising Management
  - Business Professionals of America
  - Human Resources Management
- Small Business Management
  - Business Plan Development
  - Principles of Project Management
  - Intro to Operations Management
  - Introduction to Nonprofit Management
- Principles of Property Management
  - Principles of Macroeconomics
  - Principles of Microeconomics
  - International Economics
  - Personal Finance
  - Intro to Financial Accounting
  - Intro to Managerial Accounting