# **MBHS** Business Department

## **National Business Honor Society**

To qualify for active membership, a student must be a high school junior or senior. Juniors must have completed his/her third business education core course. Seniors must have completed, or be currently enrolled, his/her third business education core course. Core courses are Accounting, Business Law, Business and Personal Finance and Business Principles and Management. The student must have a minimum standard GPA, on a 4.0 scale, as follows: business courses average-3.5; overall average-3.0. NBHS students may purchase honor cords to be worn at graduation.

## **Business Completer**

All students taking business classes are eligible to earn the honor classification of Business Completer. The Business Completer may purchase honor cords to wear at graduation and will be recognized at award's day. To qualify for this distinction, a student must earn a total of three business course credits in two or more business classes. Business Classes: Accounting, Business Essentials, Business Law, Business Finance, Business Principles and Management, Business Technology I, Business Technology II, Leadership Mountain Brook, Workforce Essentials, Career Co-Op, Career Focus, iLearn, Multimedia Design, and Career Explorations (9<sup>th</sup>).

# Work-Based Learning (Career Co-Op)

Workforce Development is a year-long experience which integrates classroom instruction and learning with productive, supervised, work-based experiences in fields related to students' career objectives. Cooperative Education partners students with employers to provide them with progressive school and work-based experiences that integrate theory and application. Students will earn two credits for this experience and will be released from school as early as sixth period depending on their schedule. Students are required to spend 10 hours per week with their business partner. Some business partners for this school year include the following: Snoozy's Kids, The Pants Store, Gus Mayer, Mitchell's Place, Mountain Brook City Schools Extended Day Programs, Socca, Dr. David Hufham, and others.

### Credentialing

**Microsoft Office Specialist** (MOS) certification is the leading IT certification in the world. More than 1 million MOS exams are taken every year in over 140 countries. It requires students to demonstrate they have the knowledge, skills, and abilities to productively use Microsoft Office. MOS enables them to tap the full features and functionality of the Microsoft Office system, resulting in heightened levels of individual performance, confidence, and differentiation.

The Institute for the Assessment of Skills and Knowledge of Business (A•S•K Business Institute) offers exams and certificates based on performance indicators derived from MBAResearch's continuing research of the business community. A•S•K Business Institute is a partnership with the business community, trade and professional associations, and educational institutions nationwide.

#### **Future Business Leaders of America**

A national student organization committed to preparing today's students for success in business leadership, the FBLA's mission is to bring business and education together in a positive working relationship through innovated leadership and career development programs. Our mission is brought to life through the application of our motto: Service, Education and Progress.

#### Pay Online:

MBHS Website > Resources Tab > Online Payment > FBLA Print Receipt and bring to a business teacher on 400 Hall

Dues - \$15

# 2 Year College Articulation

A key component of Tech Prep is articulation, which is a process linking high school course work and college course work to assist students in making a smooth transition from one level of education to another without experiencing delays or duplication in learning. The articulated high school courses contain the same course content as an equivalent college course and a post-secondary institution (college) has agreed to award college credit if the student meets outlined requirements in the course articulation agreement. The articulation agreement is a signed document between a high school and a college that indicates the specific responsibilities of the high school and the college, and the students in order for credit to be awarded. Listed below are the required secondary courses and the articulated postsecondary courses.

#### **Business Tech I**

#### Articulated Postsecondary Courses

- Beginning Keyboarding
- Advanced Keyboarding
- Word Processing

#### **Business Tech I and II**

#### **Articulated Postsecondary Courses**

- Intro to Computers
- Word Processing Software Applications
- Spreadsheet Software Applications Presentation Graphics Software Applications