

(Business Management & Administration Pathway)

Course Number: 06.41610

Course Syllabus



We are Woodland!

Room # 405 Year: 2018-2019

Contact Information: pamala.heller@henry.k12.ga.us

Textbooks Used: Entrepreneurship **Replacement Cost:** \$75

COURSE DESCRIPTION:

Instructor: Ms. Pamala Heller

How do you turn an idea into a business? Experience just that in this course! Entrepreneurship focuses on recognizing a business opportunity, starting a business, operating and maintaining a business. Students will be exposed to the development of critical thinking, problem solving, and innovation in this course as they will either be the business owner or individuals working in a competitive job market in the future. Integration of accounting, finance, marketing, and business management, legal and economic environments will be developed throughout projects in this course. Working to develop a business plan that includes structuring the organization, financing the organization, and managing information, operations, marketing, and human resources will be a focus in the course. Engaging students in the creation and management of a business and the challenges of being a small business owner will be fulfilled in this course.

Various forms of technologies will be used to expose students to resources and application of business principles for starting, operating and maintaining a business. Professional communication skills and practices, problem-solving, ethical and legal issues, and the impact of effective presentation skills are enhanced in this course to prepare students to be college and career ready. Employability skills are integrated into activities, tasks, and projects throughout the course standards to demonstrate the skills required by business and industry. Competencies in the co-curricular student organization, Future Business Leaders of America (FBLA), are integral components of the employability skills standard for this course.

Entrepreneurship is the third course in the pathway in the Business Management & Administration Cluster. Students enrolled in this course should have successfully completed Introduction to Business & Technology and Legal Environment of Business. After mastery of the standards in this course, students should be prepared to take the end of pathway assessment in this career area.

FUTURE BUSINESS LEADERS OF AMERICA (FBLA)

FBLA is a co-curricular student organization that plays an integral part in the components of the Business & Technology course standards. FBLA activities are incorporated throughout this course and the rest of the Business and Computer Science courses. Students are strongly urged to join *FBLA (\$30)* to benefit from the wealth of opportunities the organization has to offer.

COURSE STANDARDS

BMA-ENT-1: Demonstrate employability skills required by business and industry.

BMA-ENT-2: Relate concepts and processes associated with entrepreneurial success and the personal traits and behaviors associated with successful entrepreneurial performance.

BMA-ENT-3: Use and model concepts, strategies, and systems needed to interact and present effectively to others.

BMA-ENT-4: Apply fundamental business concepts that affect business decision making.

BMA-ENT-5: Explain and detail legal form of business ownership and the impact of government's role on business.

BMA-ENT-6: Understand and apply the basic economic principles and concepts fundamental to

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entrepreneurship.

BMA-ENT-7: Develop a marketing plan to identify, reach, and retain customers in a specific target market.

BMA-ENT-8: Analyze financial issues relating to successful business ownership.

BMA-ENT-9: Manage and operate a business (or simulate the management and operation) through daily tasks and activities of a small business.

BMA-ENT-10: Research, develop, and present a business plan.

BMA--ENT-11: Understand the concepts, systems, and strategies needed to acquire, motivate, develop, and terminate employees.

BMA-ENT-12: Explore how related student organizations are integral parts of career and technology education courses through leadership development, school and community service projects, entrepreneurship development, and competitive events.

Motto: Be in the right place, at the right time, doing the right thing!!

Classroom Rules and Discipline Procedures:

To ensure an optimum learning environment, please adhere to the following:

- Students will be respectful to all adults and classmates.
- Students will be seated in class when the bell rings.
- Students will not display cell phones, portable electronic devices or unauthorized materials in class unless directed by a teacher to do so.
- Students will use computers/technology appropriately at all times.

Respect Yourself. - Give yourself a fair chance to succeed by doing the following activities:

- Come to class on time
- Be in your assigned seat (unless otherwise given permission).
- Do not get out of your seat without permission.
- Obtain written permission before leaving the classroom.
- Bring materials to class every day (paper, pen, etc.)
- Be familiar with subject matter / computer skills in order to complete all daily assignments, quizzes, and tests in a timely manner.
- It is *the responsibility of the student to acquire and complete* make up assignments upon returning from an excused absence.

Please refrain from the following activities:

- Cheating automatic zero (will not be tolerated)
- Visiting inappropriate websites (websites with no educational value)
- Possession of contraband (i.e. mp3 players, handheld game units, cell phone)
- Talking without permission

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Respect Your Classmates/Teacher (all inclusive) with both verbal & nonverbal behaviors.

- Your teacher, her personal belongings, & personal space
- Other students, his / her personal belongings, & personal space
- All classroom materials / objects like furniture and computer equipment

<u>Absolutely NO!!!!!</u> - Food or drinks are **NOT ALLOWED** in the classroom. (NO eating or drinking in class)

Disciplinary Action:

For minor incidents -documented warning, parent contact - call Home and/or email, and/or referral. *May not necessarily be in that order depending on infraction* Serious incidences will be sent directly to the office*

Expectations for Academic Success:

- Participate in discussions and ask questions
- Participate constructively as a team member
- Complete daily classwork assignments
- Problem solve and accept challenges
- Challenge yourself to continuously improve

Technology Information: This course will be held in a computer lab and we will be working with computers most days throughout the semester. All students should read the student handbook for procedures and internet rules and regulations. If at any time a student does not follow proper practices on the computers, their privileges will be revoked.

- 1. There will be *no food or drink* in the classroom and lab. (Users are to run or access only those programs specifically assigned or permitted by the instructor.
- 2. There are to be no games or similar software played on the computers.
- 3. Users are not to submit, publish, view, or display on the network any defamatory, abusive, obscene, profane, sexually oriented, or illegal material, nor shall the user encourage the use of controlled substances as proscribed in state and federal laws.
- 4. Users may not use computer equipment to copy, store, or otherwise reproduce software or material covered by the copyright laws. This is not limited to software. It also covers music, movies, and written material such as books. Commercial use of the network is strictly prohibited.
- 5. Users are not to intentionally harm data, software, or equipment that is part of the network. Users are not to harm data or equipment belonging to another user. Users are held liable for any such software or equipment damaged.

Violation of any of the above guidelines may result in disciplinary action by the appropriate administrator and suspension or termination of the user's computer privileges. Any use of computing resources for any illegal purpose is prohibited, and will result in a forfeiture of use and may also be reported to the appropriate authorities. The user may also face further disciplinary action. The user may appeal the suspension of privileges in accordance with school policy.

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School-wide Grading Requirements as follows (year-long grading):

Semester Final Average:

Final exam or EOC/Milestone Assessment- 9th- 12th grade level courses- 20% Course Final Average- all 9th- 12th grade courses- 80%

Formative assessment:

Practice (i.e., classwork/homework)- 20%

Summative assessment:

- o Quizzes/labs- 35%
- Major tests/projects- 45%

Note: *the Formative and Summative Assessments equal 100% but fall under the category of Course Final Average which is 80% of the Course Final Average.

Course Final Average-Year-long Average (80%) and Final Exam/EOC Milestone (20%)

*Grades for each 9 week grading period should include a minimum of the following: 3 tests in the summative assessment/Test category, 3 labs/quizzes in Lab/Quiz category and 9 Practice grades.

Continuous Nondiscrimination Notice:

Henry County Schools does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. You may access additional information at https://schoolwires.henry.k12.ga.us/Page/49720

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RETURN THIS SHEET TO THE TEACHER. THE COMPLETE SYLLABUS IS POSTED ONLINE ON THE TEACHER'S WEBSITE AND IN YOUR GOOGLE CLASSROOM!

Academic Integrity

Academic integrity is a fundamental value of quality education; therefore, Woodland High School will not tolerate any acts of cheating, plagiarism, or falsification of school work. Should it be determined that an academic integrity violation has taken place, the school reserves the right to assign a grade of a zero and submit a disciplinary referral to the appropriate Assistant Principal. The school also reserves the right to remove or suspend enrollment in any Advanced Placement/Honors classes as well as Academic Honor Societies.

The signatures of parent/guardian and student below indicate that both have read and understand the information outlined in the syllabus for <u>Entrepreneurship</u> taught by <u>Ms. Heller</u>, as well as the Electronic Resources information in the student handbook.

| Printed Name of Student | Signature of Student | Date |
|---|------------------------------|------|
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| Printed Name of Parent/Guardian | Signature of Parent/Guardian | Date |
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| Telephone numbers at which parents or guardians may be reached between the hours of 8:00 a.m. and 4:00 p.m. | | |
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