

Business Education – Course List

Freshman Electives

Introduction to Business

Information Processing*

Elective Courses
Sophomores, Juniors, Seniors

Accounting I

Introduction to Business

Business Law I*

Information Processing*

Business Management*

College Business**

Sports & Entertainment Marketing*

E-Consumerism*

College Accounting**

Course Availability

**Note: Semester Class*
***Note: Eligible for transcribed college credit.*

- Freshman**
- Introduction to Business
 - Information Processing*

- Sophomore**
- Accounting I
 - E-Consumerism*
 - Sports & Entertainment Marketing*
 - Introduction to Business
 - Information Processing*

- Junior**
- College Business**
 - College Accounting**
 - Business Law I*
 - Business Management*
 - Accounting I
 - E-Consumerism*
 - Sports & Entertainment Marketing*
 - Information Processing*

- Senior**
- College Business**
 - College Accounting**
 - Business Law I*
 - Business Management*
 - Accounting I
 - E-Consumerism*
 - Sports & Entertainment Marketing*
 - Information Processing*

BUSINESS EDUCATION

05510 Information Processing

Rec Grade Lvl: 9-12 Prerequisite: None

Students will develop introductory information technology competencies in the areas of keyboarding, word processing, computer usage, email, the Internet, document/file management, spreadsheet, database, presentation, and multimedia. This course includes introduction to computers information. Students who successfully complete this class will fulfill the district information processing graduation requirement.

05551/05552 College Accounting

Rec Grade Lvl: 11-12 Prerequisite: None

This course presents accounting as an information system that produces summary financial statements primarily for users external to business. This course emphasizes reporting of the effects of transactions and other economic events on the financial condition and operating results of a business. Topics include: basic accounting concepts, financial statements, accrual and cash basis, the accounting cycle, monetary asset, inventories, fixed assets, current and long term liabilities, and owner's equity. This course assumes a corporate form of organization. This is the introductory accounting course (ACC 101) taught at Harper College. Student who successfully complete the second semester of this course will receive Harper College transcribed credit for ACC 101.

05601/05602 Introduction to Business

Rec Grade Lvl: 09-10 Prerequisite: None

Introduction to Business is designed for all students interested in understanding how economics relates to everyday living in the business world for the worker, consumer, and citizen. Students will learn about banking, insurance, credit, practical money management, consumer protection, communications, and career planning. *This course satisfies the state consumer education requirement.*

05610 Accounting Level 1

Rec Grade Lvl: 10-12 Prerequisite: None

This introductory accounting course exposes students to the basics of accounting and its practices and procedures. Students examine accounting theory, methods, and business practices. Students will reinforce their learning by using computer-assisted programs.

05620 Accounting Level 2

Rec Grade Lvl: 10-12 Prerequisite: 05610

This course is designed to build on the Accounting Level 1 (561) curriculum. Students continue to explore accounting practices and procedures and reinforce their learning by using computer-assisted programs. Completing Accounting Levels 1 and 2 is important for students planning to major in business.

05641/05642 College Business

Rec Grade Lvl: 11-12 Prerequisite: None

This course presents the nature of business and the environments in which it operates. Forms of business ownership, introduction to operative and facilitating facts of business operation, management, marketing, accounting, statistics, business law, finance, investments, insurance, and labor-management relations. This is the introductory management course (MGT 111) taught at Harper College. Students who successfully complete the second semester of this course will receive Harper College transcribed credit for MGT 111.

05670 E-Consumerism

Rec Grade Lvl: 10-12 Prerequisite: None

In this class students investigate banking, insurance, credit, taxes, investments, and consumer protection. This course will help students be prepared to face and solve real-life problems and make intelligent consumer decisions which will prove helpful to themselves and to the economy. Projects for this class involve interactive computer assignments and simulations. This course satisfies the state consumer education requirement.

05700 Business Law I

Rec Grade Lvl: 10-12 Prerequisite: None

Students will study the concepts of law stressing the rights and responsibilities arising from personal, consumer, and business situations. This course emphasizes case study and personal application methods.

05720 Sports & Entertainment Marketing

Rec Grade Lvl: 10-12 Prerequisite: None

This highly engaging interactive class will emphasize marketing principles through exposure to professional sports teams, entertainment businesses, and high tech companies. Students will have the opportunity to hear numerous speakers in the professional sports, entertainment, and technology industries and take field trips to observe different careers available in marketing. Areas of study will include careers in marketing, opportunity analysis, promotion, pricing, product development, distribution, case studies, and marketing plan development.

05740 Business Management

Rec Grade Lvl: 11-12 Prerequisite: None

This course is designed for students interested in business management. Through concentration on the functions of management, students are exposed to the theories of how to get things done through people. Areas of study include organizational planning, human resource management, organizations, and management information systems.