



Grade 9 – BTT10 Introduction to Information Technology



BUSINESS CATEGORIES	GRADE 9	GRADE 10	GRADE 11	GRADE 12
Computer Software Application	BTT10 Information and Computer Technology - Learn webpage design, PowerPoint, desktop publishing and other software.	BBI20 Introduction to Business	BTA30 Information and Communication Technology - Learn webpage design and business software application— everything you need in your senior classes.	
Business Introduction	BTT10 Information and Computer Technology –Learn webpage design, PowerPoint, desktop publishing and other software.	BBI20 Introduction to Business This course focuses on <i>Personal Finance and Running a Business</i> . Learn how to invest and save your money for your future.	BMI3C Marketing: Goods, Services, Events	BBB4M International Business Fundamentals
Marketing			BMX3E Marketing: Retail and Service	BBB4E International Business Essentials
International Business			BAF3M Financial Accounting Fundamentals BAI3E Accounting Essentials	BAT4M Financial Accounting Principles
Accounting			CLU3E Understanding Canadian Law in Everyday Life CLU3M Understanding Canadian Law	CLN4U Canada and International Law
Law				
Economics			CIA4UN Analysing Current Economic Issues	
				CIC4EN Making Personal Choices

BTT10 - Information and Communication Technology in Business, Open Level **Learn all the computer skills needed to be successful in any course in high school.**

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



Business Course Options for Grade 11 and Business Flow Chart

BUSINESS CATEGORIES	GRADE 9	GRADE 10	GRADE 11	GRADE 12
Computer Software Application	BTT10 Information and Computer Technology - <i>Learn webpage design, Power-Point, desktop publishing and other software.</i>	BBI20 Introduction to Business	BTA30 Information and Communication Technology - <i>Learn webpage design and business software application—everything you need in your senior classes.</i>	
Business Introduction	BTT10 Information and Computer Technology – <i>Learn webpage design, PowerPoint, desktop publishing and other software.</i>	BBI20 Introduction to Business This course focuses on <i>Personal Finance and Running a Business.</i> Learn how to invest and save your money for your future.	BMI3C Marketing: Goods, Services, Events	BBB4M International Business Fundamentals
Marketing			BMX3E Marketing: Retail and Service	BBB4E International Business Essentials
International Business			BAF3M → Financial Accounting Fundamentals	BAT4M Financial Accounting Principles
Accounting			BAI3E Accounting Essentials	
Law			CLU3E Understanding Canadian Law in Everyday Life CLU3M Understanding Canadian Law	CLN4U Canada and International Law
Economics			CIA4UN Analysing Current Economic Issues	
				CIC4EN Making Personal Choices

BAF3M - Financial Accounting Fundamentals, University/College 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 current issues and ethics in accounting. Optional Workbook Fee: \$22.00

BAI3E - Accounting Essentials, Workplace Preparation

This course introduces students to the accounting cycle of a service business. Students will use computer application software to record business transactions and to prepare financial statements. Students will also investigate banking and cash management, decision-making, ethical behaviour, and career opportunities in the field of accounting. Optional Workbook Fee: \$20.00

BMI3C - Marketing: Goods, Services and Events

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 consumer-buying habits. Students will engage in marketing research, develop marketing strategies, and produce a marketing plan for a product of their choice. Students will also develop and present a marketing plan for a specific product, culminating in a trade show.

BMX3E - Marketing: Retail and Service

This course focuses on marketing activities in the retail and service sectors. Students will examine trends and global influences on marketing decisions, and will learn about the importance of customer service in developing a customer base and maintaining customer loyalty. Through hands-on learning, students will develop personal selling and information technology skills that will prepare them for a variety of marketing related positions in the workplace. This is an essential course for those students considering a career in retail.

BTA30 - Information and Communication Technology: The Digital Environment, Open

This course prepares students for the digital environment. Using a hands-on approach, students will further develop information and communication technology skills through the use of common business software applications. The concept and operation of e-business will be explored, and students will design and create an e-business website. The skills developed in this course will prepare students for success in the workplace and/or postsecondary studies. Students will use HTML to create web pages. Prerequisite if you take Business of Sport.

CLU3E - Understanding Canadian Law in Everyday Life, Workplace preparation

This course enables students to develop a practical understanding of laws that affect the everyday lives of people in Canada, including their own lives. Students will gain an understanding of the need for laws, and of their rights, freedoms, and responsibilities under Canadian law. Topics include laws relating to marriage, the workplace, cyberbullying, and criminal offences. Students will begin to develop legal reasoning skills and will apply the concepts of legal thinking and the legal studies inquiry process when investigating legal issues that are relevant to life in Canada today.

Prerequisite: Canadian History since World War I, Grade 10, Academic or Applied

CLU3M - Understanding Canadian Law, University/College Preparation

This course explores Canadian law, with a focus on legal issues that are relevant to the lives of people in Canada. Students will gain an understanding of laws relating to rights and freedoms in Canada; our legal system; and family, contract, employment, tort, and criminal law. Students will develop legal reasoning skills and will apply the concepts of legal thinking and the legal studies inquiry process when investigating a range of legal issues and formulating and communicating informed opinions about them.

Prerequisite: Canadian History since World War I, Grade 10, Academic or Applied

Business Flow Chart and Course Options for Grade 12

BUSINESS CATEGORIES	GRADE 9	GRADE 10	GRADE 11	GRADE 12
Computer Software Application	BTT10 Information and Computer Technology - <i>Learn webpage design, PowerPoint, desktop publishing and other software.</i>	BBI20 Introduction to Business	BTA30 Information and Communication Technology - <i>Learn webpage design and business software application— everything you need in your senior classes.</i>	
Business Introduction Marketing Entrepreneurship International Business	BTT10 Information and Computer Technology – <i>Learn webpage design, PowerPoint, desktop publishing and other software.</i>	BBI20 Introduction to Business This course focuses on <i>Personal Finance and Running a Business.</i> Learn how to invest and save your money for your future.	BMI3C Marketing: Goods, Services, Events BDI3C Entrepreneurship: The Venture BMX3E Marketing: Retail and Service	BBB4M International Business Fundamentals BBB4E International Business Essentials BOG4E Business Leadership
Accounting			BAF3M → Financial Accounting Fundamentals BAI3E Accounting Essentials	BAT4M Financial Accounting Principles
Law			CLU3E Understanding Canadian Law in Everyday Life CLU3M Understanding Canadian Law	CLN4U Canada and International Law
Economics				CIA4U Analyzing Current Economic Issues CIC4E Making Personal Economic Choices

BAT4M - Financial Accounting Principles, University/College 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 further develops accounting methods for assets and introduces accounting for partnerships, corporations, and sources of financing.

Optional Workbook Fee: \$25.00

Prerequisite: BAF3M Financial Accounting Fundamentals, Grade 11, University/College Preparation

BBB4E - International Business Essentials, Workplace Preparation

This course provides an introduction to international business. Students will explore the economic relationships that Canada has developed with other nations, and the impact of these relationships on productivity, prices, and variety of goods. This course also introduces students to a variety of career opportunities in international business.

BBB4M - International Business Fundamentals, University/College Preparation

This course provides an overview of the importance of international business and trade in the global economy and explores the factors that influence success in international markets. Students will learn about the techniques and strategies associated with marketing, distribution, and managing international business effectively. This course prepares students for postsecondary programs in business, including international business, marketing, and management.

Prerequisites: None

Recommended Preparation: BMI3C

CIA4U - Analyzing Current Economic Issues, University Preparation (One Social Science Credit)

This course examines current Canadian and international economic issues, developments, policies, and practices from diverse perspectives. Students will explore the decisions that individuals and institutions, including governments, make in response to economic issues such as globalization, trade agreements, economic inequalities, regulation, and public spending. Students will apply the concepts of economic thinking and the economic inquiry process, as well as economic models and theories, to investigate, and develop informed opinions about, economic trade-offs, growth, and sustainability and related economic issues.

Prerequisite: Any university or university/college preparation course in Canadian and world studies, English, or social sciences and humanities

CIC4E – Making Personal Economic Choices, Workplace Preparation

This course provides students with a fundamental understanding of a variety of key economic issues and practices, helping them develop their ability to make informed economic choices in their day-to-day lives. Students will examine practical financial matters, such as personal budgeting, taxes, credit and debt, and savings and investment, as well as various economic issues, such as those related to the underground economy, economic inequality, and consumer behaviour. Students will apply the concepts of economic thinking, the economic inquiry process, and economic models to investigate various economic issues and structures and to analyse the impact of economic decisions, including their own decisions, at the individual, community, and national levels.

Prerequisite: Canadian History since World War I, Grade 10, Academic or Applied, or the locally developed compulsory course (LDCC) in Canadian history

CLN4U - Canadian and International Law, University Preparation

(One Social Science Credit)

This course explores a range of contemporary legal issues and how they are addressed in both Canadian and international law. Students will develop an understanding of the principles of Canadian and international law and of issues related to human rights and freedoms, conflict resolution, and criminal, environmental, and workplace law, both in Canada and internationally. Students will apply the concepts of legal thinking and the legal studies inquiry process, and will develop legal reasoning skills, when investigating these and other issues in both Canadian and international contexts.

Prerequisite: Any university or university/college preparation course in Canadian and world studies, English, or social sciences and humanities.