



Business & Financial Management

10-12, Career & Technical Education

Developed By: Mrs. Debbie Piacentini & Mr. Vincent Vicchiariello

Effective Date: Fall, 2022

Scope and Sequence

Month	Unit	Activities/Assessments
September	Unit 1 - Managing and Management Responsibilities	<ul style="list-style-type: none"> Project: Five Functions of Management - Outline management activities for each of the five functions of management to open an Amazon fulfillment center. 2nd Project - Five Functions of Management - Create your own scenario where to outline activities for the five functions of management. Chapter 1 Project - Creation of Healthy Eating Restaurant - Research failure rate of fast food/healthy eating establishments. Outline all tasks for each function of management to open a new restaurant.
October	Unit 1 - Managing and Management Responsibilities	<ul style="list-style-type: none"> Problem-Solving Activity Role of the Supervisor - First level of management Case Study - What Makes an Effective Manager DECA Role Play - Interview for Internship with the Chamber of Commerce
November	Unit 2 - Stock Market	<ul style="list-style-type: none"> Stock and dividend calculations Stock Terminology Project - Investment Strategies Activity - Reading a stock table Investing Escape Activity Research - Stocks to Track for Stock Contest www.howthemarketworks.com - Stock Contest registration and understanding of the contest
December	Unit 2 - Stock Market	<ul style="list-style-type: none"> Stock Market Journal - Weekly entries analyzing stock portfolio, additional purchases and selling of stock Project: Public Company Analysis Project: IPO Investments Project: Mutual Funds Research - Current Articles - Stock Market Quizzes/Tests
January	Unit 3 - Planning, Organizing, Staffing and Leading an Organization	<ul style="list-style-type: none"> Understanding Business Ethics Activity - Ethics Case Studies Setting Goals Forms of Business Organization Activity - Characteristics of Business Ownership Case 4.1 - Solving Planning Conflicts
February	Unit 3 - Planning, Organizing, Staffing and Leading an Organization	<ul style="list-style-type: none"> Business Plan - Part 1 Activity - SWOT Analysis Business Plan - Part 2 Creation of Organization Chart Business Plan - Part 3
March	Unit 3 - Planning, Organizing, Staffing and Leading an Organization	<ul style="list-style-type: none"> Exercise - Motivational Techniques for Managers Activity - Effective/Ineffective Teams Case 5.2 - Tie Down Corporation - Cutting Compensation of Employees Research/Project - Franchises Writing of Franchise Agreement

		<ul style="list-style-type: none"> • Presentation of Franchise Projects
April	Unit 4 - International Business/Global Careers	<ul style="list-style-type: none"> • International Business Terminology • Article/Video: UK Leaving the European Union https://www.youtube.com/watch?v=iBRcg05rzHs • Ex. 9A & 9B - Calculation of Import/Export Costs to various countries • Ex. 9C & 9D - Trading with countries around the world • <u>Project: Business Etiquette Around the World</u> • Case 9-1 - Choosing a manufacturing location in US & abroad
May	Unit 4 - International Business/Global Careers	<ul style="list-style-type: none"> • Exercise – International Business Scavenger Hunt • Project: Creating and Writing an International Newsletter - A multinational business is expanding into another country. • Exercise: What is NAFTA? How do they assist the U.S. with trading? • Case 9-2: NAFTA's impact on a Mexican Business • Project: International Financial Agencies - Research websites for the World Bank and International Monetary Fund for positions around the world. Prepare a letter to one of the agencies, applying for a position located on their website.
June	Unit 4 - International Business/Global Careers	<ul style="list-style-type: none"> • Project: Management Careers: Extensive research on one management career, including a person's strengths, skills, tasks for the position, present and future earnings. • Presentation of Career research project.

Unit 1

Managing and Management Responsibilities

Summary and Rationale

Students will explore the role and work of managers, the historical development of management, and managing in the 21st century. In addition, they will develop an understanding of the five functions of management—Planning, Organizing, Staffing, Leading, Controlling—in order to understand the role of managers, effective supervision and information used in decision making, along with leadership skills, styles and the handling of personnel.

Recommended Pacing

6-8 Weeks

Standards

9.3 Career and Technical Education

9.3.12.AR-TEL.3	Demonstrate decision-making, problem-solving techniques and communication skills when providing services for customers.
9.3.12.BM.2	Describe laws, rules and regulations as they apply to effective business operations.
9.3.12.BM.3	Access, evaluate and disseminate information for business decision making.
9.3.12.BM.4	Plan, monitor and manage day-to-day business activities to sustain continued business functioning.
9.3.12.BM.5	Implement systems, strategies and techniques used to manage information in business.
9.3.12.BM.6	Implement, monitor, and evaluate business processes to ensure efficiency and quality results.

Interdisciplinary Connections

English Language Arts

NJSLSA.R1.	Read closely to determine what the text says explicitly and to make logical inferences and relevant connections from it; cite specific textual evidence when writing or speaking to support conclusions drawn from the text.
RH.11-12.7	Integrate and evaluate multiple sources of information presented in diverse formats and media (e.g., visually, quantitatively, qualitatively, as well as in words) in order to address a question or solve a problem.

Integration of Technology	
8.1.12.C.1	Develop an innovative solution to a real-world problem or issue in collaboration with peers and experts, and present ideas for feedback through social media or an online community.
8.2.12.A.2	Analyze a current technology and the resources used to identify the trade-offs in terms of availability, costs, desirability and waste.
Instructional Focus	
Enduring Understandings:	Essential Questions:
<ul style="list-style-type: none"> ● It is essential for management to have an understanding of the 5 main functions: Planning, Organizing, Staffing, Implementing and Controlling. ● Effective managers evaluate the skills, motivational techniques and enforcement of company rules for their employees. ● Supervisors are the first level of management. Problem-solving techniques to employ include: <ul style="list-style-type: none"> ○ Identify the problem ○ Gather relevant information ○ Determine alternative courses of action ○ Evaluate each alternative ○ Select an optimal solution ○ Implement the decision ○ Evaluate the decision and make changes as needed 	<ul style="list-style-type: none"> ● What are some compelling characteristics of an effective manager? ● What can employees do both on and off the job to prepare to be an effective manager? ● How would a manager increase motivation among employees? ● Which human relations' skills could enhance team building and professionalism among staff? ● How should managers handle company rules' violation effectively? ● What are several actions managers can take to help employees prevent or eliminate problems on the job that result from trying to balance work and personal life?
Evidence of Learning (Assessments)	
<ul style="list-style-type: none"> ● Project: Five Functions of Management - Outline management activities for each of the five functions of management to open an Amazon fulfillment center. ● 2nd Project - Five Functions of Management - Create your own scenario where to outline activities for the five functions of management. ● Chapter 1 Project - Creation of Healthy Eating Restaurant Problem-Solving Activity ● Role of the Supervisor - First level of management ● Case Study - What Makes an Effective Manager ● DECA Role Play - Interview for Internship with the Chamber of Commerce ● Chapter Quizzes/Tests 	
Objectives (SLO)	

Students will know:

- The characteristics of an effective leader
- Human relations skills
- The role of a manager
- The five functions of management
- The most widely used and accepted theories of Management
- The day-to-day responsibilities of supervisors.
- Steps can businesses take to improve the skills of supervisors.

Students will be able to:

- Explain the different roles of a manager in various business types and sizes
- Explain the five main functions of manager:
 - Planning
 - Organizing
 - Staffing
 - Leading
 - Controlling
- Identify various types of technology used in organizations by managers
- Explain the role of a supervisor, as the first-level manager for many companies:
 - *Communicate goals and directions of management to employees
 - *Explain employee concerns and ideas to mgmt
 - *Evaluate & improve employee performance
 - *Encourage employees to do their best work
- Understand the problem-solving process to improve supervisor and employee skills.
 - (a) Identify the problem
 - (b) Gather relevant information
 - (c) Determine alternative courses of action
 - (d) Evaluate each alternative
 - (e) Select an optimal solution
 - (f) Implement the decision
 - (g) Evaluate the decision and make changes as needed

Suggested Resources/Technology Tools

- Schoology
- Google Suite
- Videos: Steve Jobs: <https://www.youtube.com/watch?v=dVLERJ5IdrA>
- 9 Tips for Great Leaders: <https://www.youtube.com/watch?v=B0w-ASaOb94>
- Case Studies /Supplementary Readings
- Business Management text by Burrow, Kleindl & Becraft
- Current online articles from Forbes, NY Times and Wall Street Journal

Tier 1 Modifications and Accommodations

Including special education students, Multilingual Language Learners (MLLs), students at risk of school failure, gifted and talented students, and students with 504 plans

Special Education/IEP/504 - Modifications and accommodations must be aligned to the stated plan and uphold expectations of the plan lawfully. Every student requires a different set of accommodations based upon need. Examples specific to visual arts practice include, but are not limited to:

- Follow individual IEP/504 plans for specific modifications.

- Preferential seating
- Extended/Additional time for assessments
- Behavior management support
- Assignments/resources in electronic and physical format
- Break down assignments with oral directions, written directions, and visuals.
- Provide frequent reminders to stay on task and reinforce on-task behavior
- Work on organizational skills
- Provide visual supports
- Partnering/Grouping of students
- Re-teaching and review
- Multi-media approach to accommodate various learning styles
- Decrease/Modify number of project requirements
- Teacher/Aide/Para assistance
- Demonstrations of techniques on an individual level
- Show slide presentations to encourage exploration of project ideas

MLL - Teachers identify the modifications that they will use in the unit as related to the needs of their student population. Examples specific to visual arts practice include, but are not limited to:

- Allow the use of Google Translate where appropriate.
- Provide alternate ways for the student to respond (verbal/pictographic answers instead of written)
- Substitute a hands-on activity or use of different media in projects for a written activity
- Prepare and distribute advance notes
- Provide model sentence frames and sentence starters for both oral responses and written responses
- Provide additional time to complete assessments and assignments
- Model and use gestures to aid in understanding
- Model tasks by giving one or two examples before releasing students to work independently
- Present instructions both verbally and visually
- Simplify written and verbal instructions
- Speak clearly and naturally, and try to enunciate words, especially their ending sounds.
- Provide Visual, Graphic, Interactive, and/or Sensory Supports
- Simplify the language, format, and directions of the assessment
- Allow for alternate seating for proximity to peer helper or teacher as necessary
- When showing videos, use Closed Captioning.
- Support use of student's primary language by translating key words in directions, or key vocabulary terms or giving students opportunities to communicate in their primary language (written or orally)

Gifted and Talented/Enrichment - Utilize differentiation in the areas of acceleration, enrichment, and grouping. Examples specific to visual arts practice include, but are not limited to:

- Complex, in-depth research assignments
- Provide a variety of individualized work centers or student choice
- Lead demonstrations for class
- Create additional project(s) in a different medium, exploring a different technique, style, or subject.
- Individual presentation
- Multiple mediums in project

- Act as a responsible and contributing citizen and employee.
- Apply appropriate academic and technical skills.
- Attend to personal health and financial well being.
- Communicate clearly and effectively and with reason.
- Consider the environmental, social and economic impacts of decisions.
- Demonstrate creativity and innovation.
- Employ valid and reliable research strategies.
- Utilize critical thinking to make sense of problems and persevere in solving them.
- Model integrity, ethical leadership, and effective management.
- Plan education and career paths aligned to personal goals.
- Use technology to enhance productivity.
- Work productively in teams while using cultural global competence.

Unit 2

Stock Market

Summary and Rationale

Unit 2 addresses the reasons, principles and strategies for saving and investing as well as the investment options available to consumers to achieve their goals. Students will research investments and markets as well as explore the buying and selling of securities.

Recommended Pacing

6-8 Weeks

Standards

9.3 Career and Technical Education

9.3.12.AR-TEL.3	Demonstrate decision-making, problem-solving techniques and communication skills when providing services for customers.
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9.3.12.BM.2	Describe laws, rules and regulations as they apply to effective business operations.
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9.3.12.BM.3	Access, evaluate and disseminate information for business decision making.
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9.3.12.BM.4	Plan, monitor and manage day-to-day business activities to sustain continued business functioning.
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9.3.12.BM.5	Implement systems, strategies and techniques used to manage information in business.
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9.3.12.BM.6	Implement, monitor, and evaluate business processes to ensure efficiency and quality results.
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Financial Literacy - Stock Market

9.2.12.D.4	Analyze processes and vehicles for buying and selling investments.
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9.2.12.D.5	Compare the risk, return, and liquidity of various savings and investment alternatives.
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9.4.12.E.19	Develop and interpret tables, charts, and figures to support written and oral communications.
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9.4.12.F.19	Employ critical thinking skills (e.g., analyze, synthesize, and evaluate) independently and in teams to solve problems and make decisions.
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Interdisciplinary Connections	
English Language Arts	
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Integration of Technology	
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8.2.12.A.2	Analyze a current technology and the resources used to identify the trade-offs in terms of availability, costs, desirability and waste.
Instructional Focus	
Enduring Understandings:	Essential Questions:
<ul style="list-style-type: none"> ● Having an understanding of stock market terminology increases your knowledge when buying and/or selling stocks, bonds and mutual funds. ● Investors should have knowledge on the reading of stock tables. ● Stocks are listed on three stock indexes: <ul style="list-style-type: none"> ○ DOW ○ NASDAQ ○ S&P 500 ● An investor should do thorough research for all types of investments. ● There is no guarantee an investment will increase for you on a regular basis. ● Investors should always have a diversified portfolio. 	<ul style="list-style-type: none"> ● How does investing in stocks help the U.S. economy? ● How can you make your money work harder for you? ● How do you make an educated decision when investing your money? ● What criteria do you use when choosing a stock to purchase? ● What are the costs and benefits of investing? ● What are the benefits to diversifying one's portfolio?
Evidence of Learning (Assessments)	
<ul style="list-style-type: none"> ● Project - Investment Strategies ● Activity - Reading a stock table ● Investing Escape Activity ● Research - Stocks to Track for Stock Contest 	

- www.howthemarketworks.com - Stock Contest registration and understanding of the contest
- Stock Market Journal - Weekly entries analyzing stock portfolio, additional purchases and selling of stock
- Project: Public Company Analysis
- Project: IPO Investments
- Project: Mutual Funds
- Research - Current Articles - Stock Market
- Chapter Quizzes/Tests

Objectives (SLO)

Students will know:

- Stock concepts and terminology
- Stock market indexes and companies listed within each index
- Read stock charts and tables, and make stock market calculations
- Understand IPO's
- Understand mutual funds
- Compound interest- Rule of 72
- The role of stock indexes in a market
- Understand how to diversify a portfolio

Students will be able to:

- Read a stock table
- Calculate stock purchases
- Calculate a capital gain/loss
- Explain and calculate stock dividends
- Define an IPO and its probable volatility
- Explain mutual funds as a financial tool to achieve diversity in a portfolio
- Explain the Rule of 72 as compound interest
- Invest in a diversified portfolio
- Make trades and sell stocks in their portfolio

Suggested Resources/Technology Tools

- Stock contest: www.howthemarketworks.com
- www.investopedia.com
- Schoology
- Google Suite
- Case Studies /Supplementary Readings
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- Re-teaching and review

- Multi-media approach to accommodate various learning styles
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Gifted and Talented/Enrichment - Utilize differentiation in the areas of acceleration, enrichment, and grouping. Examples specific to visual arts practice include, but are not limited to:

- Complex, in-depth research assignments
- Provide a variety of individualized work centers or student choice
- Lead demonstrations for class
- Create additional project(s) in a different medium, exploring a different technique, style, or subject.
- Individual presentation
- Multiple mediums in project

Career Readiness, Life Literacies, and Key Skills Practices (June 2020)

- Act as a responsible and contributing citizen and employee.
- Apply appropriate academic and technical skills.
- Attend to personal health and financial well being.
- Communicate clearly and effectively and with reason.
- Consider the environmental, social and economic impacts of decisions.
- Demonstrate creativity and innovation.
- Employ valid and reliable research strategies.
- Utilize critical thinking to make sense of problems and persevere in solving them.
- Model integrity, ethical leadership, and effective management.
- Plan education and career paths aligned to personal goals.

- Use technology to enhance productivity.
- Work productively in teams while using cultural global competence.

Unit 3

Planning, Organizing, Staffing and Leading an Organization

Summary and Rationale

Students will understand the importance of preparing and following a business plan, as well as the tools used by managers. In addition, organization charts and the division of work will be discussed to portray the importance of a business operating efficiently. The staffing and leading functions of management will show the need to bring the right people together and useful motivational tools to create a functioning work environment.

Recommended Pacing

10-12 Weeks

Standards

9.3 Career and Technical Education

9.3.12.AR-TEL.3	Demonstrate decision-making, problem-solving techniques and communication skills when providing services for customers.
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Interdisciplinary Connections

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Integration of Technology	
8.1.12.C.1	Develop an innovative solution to a real-world problem or issue in collaboration with peers and experts, and present ideas for feedback through social media or an online community.
8.2.12.A.2	Analyze a current technology and the resources used to identify the trade-offs in terms of availability, costs, desirability and waste.
Instructional Focus	
Enduring Understandings:	Essential Questions:
<ul style="list-style-type: none"> ● It is essential for management to have an understanding of the 5 main functions: Planning, Organizing, Staffing, Implementing and Controlling. ● A business plan allows a company to set forth current and future goals, costs/expenses, products and/or services, code of ethics, leadership philosophy, and incentives for the employees to help grow the business. ● Having an understanding of the financial, legal and personal consequences of setting up the business as a sole proprietorship, partnership or corporation greatly enhances the overall financial stability of a business. ● A financial institution or investor will require a formal business plan when applying for a loan or investment. 	<ul style="list-style-type: none"> ● How will a business plan aid in a company's success? ● How does the use of effective goals increase the probability that business plans will be successful? ● How can a clear and meaningful vision and mission help increase employee motivation and enthusiasm for a business? ● Why is it important to set up your business in the correct format of a sole proprietorship, partnership or corporation? ● What legal consequences will you face for each form of business ownership? ● How can businesses use information from competitors and customers when establishing quality standards for their products and services? ● What are some reasons that managers with well-developed plans may still have problems when implementing those plans? ● Which type of standard is most important to improving the overall effectiveness of a business and why?
Evidence of Learning (Assessments)	
<ul style="list-style-type: none"> ● Understanding Business Ethics ● Activity - Ethics Case Studies ● Setting Goals ● Forms of Business Organization ● Activity - Characteristics of Business Ownership ● Case 4.1 - Solving Planning Conflicts ● Business Plan - Part 1 ● Activity - SWOT Analysis ● Business Plan - Part 2 ● Creation of Organization Chart ● Business Plan - Part 3 ● Exercise - Motivational Techniques for Managers ● Activity - Effective/Ineffective Teams ● Case 5.2 - Tie Down Corporation - Cutting Compensation of Employees ● Research/Project - Franchises ● Writing of Franchise Agreement 	

- Presentation of Franchise Projects
- Chapter Quizzes/Tests

Objectives (SLO)

Students will know:

- The importance of planning to business success
- Differentiate between strategic and operational planning
- The importance of planning to business success
- Differentiate between strategic and operational planning
- Understand the strengths and weaknesses of various forms of organizational structures
- Identify staffing activities performed by managers
- Identify important leading activities performed by managers
- Understand the basic steps in the “Controlling” function for a manager

Students will be able to:

- Explain the different roles of a manager in various business types and sizes
- Explain the five main functions of manager:
 - Planning
 - Organizing
 - Staffing
 - Leading
 - Controlling
- Explain the parts of a business plan and the importance of the plan to an organization
- Understand the differences between external and internal analysis when using strategic planning (where the company is going in the next 3 yrs)
- Understand the importance of effective operational planning: how the work will be done, who will do it and what resources are needed
- Understand the steps to creating goals:
 - Be specific and meaningful
 - Achievable
 - Clearly communicated
 - Consistent with each other and the company
- Understand the planning tools used for a business: Budgets, Schedules, Standards, Policies, Procedures and Research.
- Explain the various staffing activities for a manager:
 - Hiring
 - Creating effective work teams
- Explain the various leading activities:
 - Problem solving
 - Consensus Building
 - Financial Analysis
 - Effective Communications
 - Employee Motivation
- Explain the 3 basic steps in the final step of management functions, “Controlling”:
 - Setting Standards - Quantity, Quality, Time and Cost
 - Measuring and Comparing Performance Against each standard.
- Taking corrective action when standards are not met.

Suggested Resources/Technology Tools

- Schoology
- Google Suite
- Case Studies /Supplementary Readings
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- Demonstrate creativity and innovation.
- Employ valid and reliable research strategies.
- Utilize critical thinking to make sense of problems and persevere in solving them.
- Model integrity, ethical leadership, and effective management.
- Plan education and career paths aligned to personal goals.
- Use technology to enhance productivity.
- Work productively in teams while using cultural global competence.

Unit 4

International Business / Working in a Global Society

Summary and Rationale

Students will have an understanding of the culture, business customs for business meetings, cultural beliefs and non-verbal communication symbols for countries around the world. In addition, they will become familiar with global agencies to research employment opportunities around the world, as the majority of large corporations have a global presence in society today. Students will gain an understanding of how their skills, interests and desired lifestyle shape career plans; identify workplace trends, changing technology, diversity and teamwork; evaluate job outlooks.

Recommended Pacing

10-12 Weeks

Standards

9.3 Career and Technical Education

9.3.12.AR-TEL.3	Demonstrate decision-making, problem-solving techniques and communication skills when providing services for customers.
9.3.12.BM.2	Describe laws, rules and regulations as they apply to effective business operations.
9.3.12.BM.3	Access, evaluate and disseminate information for business decision making.
9.3.12.BM.4	Plan, monitor and manage day-to-day business activities to sustain continued business functioning.
9.3.12.BM.5	Implement systems, strategies and techniques used to manage information in business.
9.3.12.BM.6	Implement, monitor, and evaluate business processes to ensure efficiency and quality results.

Social Studies

6.3.12.CA.2	Analyze a current foreign policy issue by considering current and historical perspectives, examining strategies, and presenting possible actions.
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Interdisciplinary Connections

English Language Arts

NJSLSA.R1.	Read closely to determine what the text says explicitly and to make logical inferences and relevant connections from it; cite specific textual evidence when writing or speaking to support conclusions drawn from the text.
RH.11-12.7	Integrate and evaluate multiple sources of information presented in diverse formats and media (e.g., visually, quantitatively, qualitatively, as well as in words) in order to address a question or solve a problem.
Integration of Technology	
8.1.12.C.1	Develop an innovative solution to a real-world problem or issue in collaboration with peers and experts, and present ideas for feedback through social media or an online community.
8.2.12.A.2	Analyze a current technology and the resources used to identify the trade-offs in terms of availability, costs, desirability and waste.
Instructional Focus	
Enduring Understandings:	Essential Questions:
<ul style="list-style-type: none"> It is essential for management to have an understanding of factors relating to trade around the world. International managers should study the language, body language and culture of the country where they will negotiate to ensure that they don't offend when they communicate. A company should specialize in products it can produce efficiently. Students will explore the world of work in order to understand what skills are necessary for various career paths throughout the world. 	<ul style="list-style-type: none"> What criteria do businesses use when they decide to expand globally? Tariffs and government laws change regularly. How do businesses make the important decision to open facilities in other countries while dealing with these issues? How does NAFTA help the US when trading with Canada and Mexico? What are the differences between the World Bank and the International Monetary Fund? How do they assist countries with their economic needs? Do the economic benefits of expanding into an international market outweigh the risks? Why is it important to do a self- assessment when choosing a career? What are examples of skills, transferable skills, occupations, career paths and lifestyle? Why is it important to use a plan of action? What are the seven steps in the career decision-making process? How do you use the decision-making process to choose a career?
Evidence of Learning (Assessments)	
<ul style="list-style-type: none"> International Business Terminology Article/Video: UK Leaving the European Union https://www.youtube.com/watch?v=iBRcg05rzHs Ex. 9A & 9B - Calculation of Import/Export Costs to various countries Ex. 9C & 9D - Trading with countries around the world Project: Business Etiquette Around the World Case 9-1 - Choosing a manufacturing location in US & abroad Exercise – International Business Scavenger Hunt Project: Creating and Writing an International Newsletter - A multinational business is expanding into another country. Exercise: What is NAFTA? How do they assist the U.S. with trading? 	

- Case 9-2: NAFTA’s impact on a Mexican Business
- Project: International Financial Agencies - Research websites for the World Bank and International Monetary Fund for positions around the world. Prepare a letter to one of the agencies, applying for a position located on their website.
- Project: Management Careers: Extensive research on one management career, including a person’s strengths, skills, tasks for the position, present and future earnings.
- Presentation of Career research project.
- Chapter Quizzes/Tests

Objectives (SLO)

Students will know:

- International business occurs in various forms, such as exporting and importing, licensing, joint ventures, strategic alliances and multinational firms.
- Understanding the tariffs and costs to consider when trading between countries.
- International business faces unique challenges, such as the need to work within the rules set by more than one government, currency exchange rates, and cultural differences.
- Many companies are multinational and offer unique opportunities to work around the world.
- The difference between a job and career
- How different skills apply for various careers
- How work life affects a person’s lifestyle
- Current trends for our global economy
- Technology trends for careers
- Various salaries for career clusters

Students will be able to:

- Understand international business terms and different cultures around the world.
- Calculate exporting and importing costs to determine the best value for products sold between countries.
- Describe the policies, rules and laws that governments use to affect international trade and investment.
- Understand the limits placed by the government when trading between countries.
- Distinguish between the different forms through which international business is conducted.
- Consider career opportunities in international business and understand the factors related to being sent abroad on assignment.
- Define a job, an occupation and a career
- Describe how skills, interests, and desired lifestyle may shape career plans
- Explain how work life affects lifestyle
- Identify workplace trends such as the global economy, changing technology, diversity and teamwork.
- Evaluate job outlooks when making career plans.

Suggested Resources/Technology Tools

- Schoology
- Google Suite
- Case Studies /Supplementary Readings
- Business Management text by Burrow, Kleindl & Becraft
- Current online articles from Forbes, NY Times and Wall Street Journal

Tier 1 Modifications and Accommodations

Including special education students, Multilingual Language Learners (MLLs), students at risk of school failure, gifted and talented students, and students with 504 plans

Special Education/IEP/504 - Modifications and accommodations must be aligned to the stated plan and uphold expectations of the plan lawfully. Every student requires a different set of accommodations based upon need. Examples specific to visual arts practice include, but are not limited to:

- Follow individual IEP/504 plans for specific modifications.

- Preferential seating
- Extended/Additional time for assessments
- Behavior management support
- Assignments/resources in electronic and physical format
- Break down assignments with oral directions, written directions, and visuals.
- Provide frequent reminders to stay on task and reinforce on-task behavior
- Work on organizational skills
- Provide visual supports
- Partnering/Grouping of students
- Re-teaching and review
- Multi-media approach to accommodate various learning styles
- Decrease/Modify number of project requirements
- Teacher/Aide/Para assistance
- Demonstrations of techniques on an individual level
- Show slide presentations to encourage exploration of project ideas

MLL - Teachers identify the modifications that they will use in the unit as related to the needs of their student population. Examples specific to visual arts practice include, but are not limited to:

- Allow the use of Google Translate where appropriate.
- Provide alternate ways for the student to respond (verbal/pictographic answers instead of written)
- Substitute a hands-on activity or use of different media in projects for a written activity
- Prepare and distribute advance notes
- Provide model sentence frames and sentence starters for both oral responses and written responses
- Provide additional time to complete assessments and assignments
- Model and use gestures to aid in understanding
- Model tasks by giving one or two examples before releasing students to work independently
- Present instructions both verbally and visually
- Simplify written and verbal instructions
- Speak clearly and naturally, and try to enunciate words, especially their ending sounds.
- Provide Visual, Graphic, Interactive, and/or Sensory Supports
- Simplify the language, format, and directions of the assessment
- Allow for alternate seating for proximity to peer helper or teacher as necessary
- When showing videos, use Closed Captioning.
- Support use of student's primary language by translating key words in directions, or key vocabulary terms or giving students opportunities to communicate in their primary language (written or orally)

Gifted and Talented/Enrichment - Utilize differentiation in the areas of acceleration, enrichment, and grouping. Examples specific to visual arts practice include, but are not limited to:

- Complex, in-depth research assignments
- Provide a variety of individualized work centers or student choice
- Lead demonstrations for class
- Create additional project(s) in a different medium, exploring a different technique, style, or subject.
- Individual presentation
- Multiple mediums in project

[Career Readiness, Life Literacies, and Key Skills Practices \(June 2020\)](#)

- Act as a responsible and contributing citizen and employee.

- Apply appropriate academic and technical skills.
- Attend to personal health and financial well being.
- Communicate clearly and effectively and with reason.
- Consider the environmental, social and economic impacts of decisions.
- Demonstrate creativity and innovation.
- Employ valid and reliable research strategies.
- Utilize critical thinking to make sense of problems and persevere in solving them.
- Model integrity, ethical leadership, and effective management.
- Plan education and career paths aligned to personal goals.
- Use technology to enhance productivity.
- Work productively in teams while using cultural global competence.