



Dublin City Schools
Business
Graded Course of Study
2022

Business Education Vision

In Dublin City Schools, we believe that all students deserve experiential learning opportunities that support each child in making connections to business and industry. The Business curriculum provides our high school students with learning experiences that focus on the development of employability and technical skills through collaboration, design thinking, problem solving, and resilience. We believe that by teaching students these skills, they can transfer them to their future endeavors that may include education, entrepreneurship, enlistment and/or employment.

Instructional Agreements:

- Experiential learning will be a cornerstone of learning within Business, providing students with real-life learning that will serve their future.
- Students will be provided opportunities to connect their learning with their own experiences.
- Employability (soft) skills will be integrated into course instruction.
- Learning will connect to real world problems and applications.

Accounting I

Accounting I Course Goals:

Students will use cutting edge technology to learn and develop a solid foundation of accounting principles related to operating a service business. Careers are plentiful and lucrative in this rewarding profession. Accounting is also required of all business majors in college.

Employability Skills		
Strand	Topic	Content Statements
1. Business Operations/21st Century Skills Learners apply principles of economics, business management, marketing and employability in an entrepreneur, manager and employee role to the leadership, planning, developing and analyzing of business enterprises related to the career field.	1.1 Employability Skills Develop career awareness and employability skills (e.g., face-to-face, online) needed for gaining and maintaining employment in diverse business settings.	1.1.2 Identify the scope of career opportunities and the requirements for education, training, certification, licensure, and experience. 1.1.5 Develop strategies for self-promotion in the hiring process (e.g., filling out job applications, résumé writing, interviewing skills, portfolio development).
	1.2 Leadership and Communications Process, maintain, evaluate and disseminate information in a business. Develop leadership and team building to promote collaboration.	1.2.2 Deliver formal and informal presentations. 1.2.5 Communicate information (e.g., directions, ideas, vision, workplace expectations) for an intended audience and purpose. 1.2.12 Use technical writing skills to complete forms and create reports.
	1.3 Business Ethics and Law Analyze how professional, ethical, and legal behavior contributes to continuous improvement in	1.3.3 Use ethical character traits consistent with workplace standards (e.g., honesty, personal integrity, compassion, justice). 1.3.9 Identify potential conflicts of interest (e.g., personal gain, project bidding) between

	organizational performance and regulatory compliance.	personal, organizational, and professional ethical standards.
	Understand the accounting cycle as it applies to the financial operation of a small business.	<ol style="list-style-type: none"> 1. Analyze daily business transactions. 2. Record transactions into appropriate journals and ledger accounts. 3. Complete the various steps of the cycle, including the financial worksheet and creating both period ending income statements & balance sheets. 4. Compare and contrast temporary and permanent accounts. 7. Perform adjusting and closing entries. 8. Prepare post-closing trial balances. 9. Prepare an employee payroll register.
	1.4 Knowledge Management and Information Technology Demonstrate current and emerging strategies and technologies used to collect, analyze, record and share information in business operations.	1.4.2 Select and use software applications to locate, record, analyze and present information (e.g., word processing, e-mail, spreadsheet, databases, presentation, Internet search engines).
2. Business Foundations Learners acquire foundational knowledge of business activities in a global environment that are undergirded by economic principles and business processes.	2.1 Business Activities Relate business functions to business models, business strategies and organizational goal achievement.	2.1.5 Describe the need for and role of accounting and finance (e.g., understanding accounting treatment, verifying information, analyzing variances, guiding decision-making), and explain how they interact with and impact other business activities or functions.

