

NEW MILFORD HIGH SCHOOL
COURSE REQUIREMENTS – Semester Course 2.5 Credits
Principles of Accounting

Given current school/class attendance regulations and the school discipline code, both of which set limits under which students can earn marks and credits in a course, AND

Given units of study involving:

- Starting a Proprietorship
- Changes that affect owner's equity
- Analyzing Transactions into debit and credit parts
- Journalizing transactions
- Posting to a General Ledger
- Cash Control Systems
- Worksheet for a service business
- Financial Statements for a Proprietorship
- Recording, adjusting, and closing entries for a service business

It is standard for students to be able to:

- Demonstrate an understanding of The Accounting Equation, How business activities change the equation
- Demonstrate an understanding of how transactions change owner's equity in an accounting equation
- Demonstrate an understanding preparing and reporting financial information on a balance sheet and income statement
- Demonstrate an understanding of using t accounts and how transactions affect all accounts
- Demonstrate an understanding of journals, source documents, and recording entries in a journal
- Demonstrate an understanding of Preparing a chart of accounts and posting from the journal to general ledger accounts
- Demonstrate an understanding of how to make correcting entries
- Demonstrate an understanding of checking accounts, bank reconciliation and electronic banking
- Demonstrate an understanding of creating and recording information onto a worksheet and planning adjusting entries
- Demonstrate an understanding of recording adjusting and closing entries for a service business

GRADING POLICY TO BE DETERMINED

Per New Milford School district Regulation #2624,
A Indicates superior work demonstrating a high degree of initiative, commitment and understanding
B indicates above average performance which demonstrates strength in the subject
C indicates average performance which demonstrates a satisfactory degree of proficiency
D indicates poor performance which demonstrates a weak proficiency and is minimally acceptable
F indicates the student has not met the minimum requirements and has demonstrated an inability or unwillingness to master the basic elements of this course; a final grade of F receives no credit

NEW MILFORD HIGH SCHOOL
COURSE REQUIREMENTS – Semester Course 2.5 Credits
Business Skills & Applications

Given current school/class attendance regulations and the school discipline code, both of which set limits under which students can earn marks and credits in a course, AND

Given units of study involving:

Introduction to Business
Types of Business Structures
Research involving the start-up costs of a business
Naming a Business
Writing a Business Plan
Creating a business logo
Creating a Web-site for a Business
Creating a Business Mobile App
Presentation of Project Business Plan

It is standard for students to be able to:

- Demonstrate the ability to identify the various types of business structures.
- Demonstrate the ability to research business practices and procedures in order to become an entrepreneur.
- Demonstrate how to be a knowledgeable consumer.
- Demonstrate how to be a well prepared employee.
- Demonstrate how the economy affects business decisions.
- Demonstrate the ability to write a business plan.
- Demonstrate use of presentation software and skills
- Use the Internet to complete various projects and assignments.

GRADING POLICY

Assignments/participation	25%
Quiz	20%
Summative Assessments/Projects	55%

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NEW MILFORD HIGH SCHOOL
COURSE REQUIREMENTS
Computer Skills and Applications

Given current school/class attendance regulations and the school discipline code, both of which set limits under which students can earn marks and credits in a course, AND

Given units of study involving:

Windows (operating System)
Microsoft Office 2010 Basics
Microsoft Word (Word Processing)
Microsoft Excel (Spreadsheet)
Microsoft PowerPoint (Presentation)
Integration (Real-world, Client based Microsoft Office Projects)
Integration (Projects integrated with the 21st Century Technologies)
Digital Citizenship

It is standard for students to be able to:

- Complete demonstration exercises as a prelude to completing assignments.
- Complete assignments as a prelude to completing projects.
- Properly use menus, commands, etc., for creating and editing information and applying skills/concepts learned.
- Complete daily assignments thereby gaining knowledge of computer operations and basic concepts of software involved.
- Develop critical thinking and problem solving skills Use the Internet to complete various projects and assignments.

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NEW MILFORD HIGH SCHOOL
COURSE REQUIREMENTS – Semester Course 2.5 Credits
Personal Financial Literacy

Given current school/class attendance regulations and the school discipline code, both of which set limits under which students can earn marks and credits in a course, AND

Given units of study involving:

Savings
Budgeting/Checking
Credit/Debt
Life after High School (College and the workplace)
Consumer Awareness
Bargain Shopping
Investing & Retirement
Insurance
Online Banking
JA Finance

It is standard for students to be able to:

- Demonstrate an understanding of savings, investing in the short term and long term
- Demonstrate an understanding of keeping a budget and utilizing a checking account
- Demonstrate an understanding of staying out of debt and building credit
- Demonstrate an understanding of paying for college and the job market
- Demonstrate an understanding of being a wise consumer and marketing strategies of businesses
- Demonstrate an understanding of risk and the importance of insurance

Grading Policy

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