

Business and Computers Technology

BC100 Basic Computers

Grades: 9 - 12

Trimesters: 1

Prerequisites: Keyboarding experience is recommended

Credits: .5

Repeat for Credit: No

This course is an introduction to computer applications. Topics covered in the course include word processing, database, spreadsheet, and integration of these programs with Power Point. This course requires a great deal of keyboarding with some time given to refreshing keyboarding skills. The semester is fast-paced and coursework is primarily computer applications, therefore, excellent attendance is imperative.

BC300A/B Business Law

Grades: 10 - 12

Trimesters: 2

Prerequisites: None

Credits: 1

Repeat for Credit: No

This class emphasizes the terminology and procedures related to business and personal law. Some topics include knowing about the law (ethics, torts, and dual courts), contracts (consideration, legality), being a consumer (consumer protection, personal property and bailment) and numerous topics for preparation for adult society. ****NHS****

BC400 Web Page Design 1

Grades: 9 - 12

Trimesters: 1

Prerequisites: Basic Computers or Exam

Credits: .5

Repeat for Credit: No

This class will allow students to design and update web pages, and utilize creativity and technology. Students will use rubrics to evaluate web pages, increase their computer literacy skills using web page software, and produce a product.

BC450 Web Page Design 2

Grades: 10 - 12

Trimesters: 1

Prerequisites: A grade of C or better in Web Page Design 1

Credits: .5

Repeat for Credit: No

This class will allow students to explore advanced web design techniques. Students will use web page software to update school related websites and to create new websites.