

COURSE DESCRIPTION

Business Basics 10

Business basics is a new course being offered at Salisbury composite high school. This course is designed to introduce students to learning outcomes that will encourage students to explore many different occupations in the business world as well as give students the basic understanding of areas in Law, Financial Management, as well as Marketing.

This course is a career and technology course and therefore consists of 5 different one credit courses from 3 CTS strands: legal studies, marketing and management, and financial management.

Outline:

COURSE LGS1010: PRIVATE LAW
COURSE LGS3050: SMALL BUSINESS LAW
COURSE MAM1010: MARKETING & MANAGEMENT
COURSE MAM1020: QUALITY CUSTOMER SERVICE
COURSE FIN1010: PERSONAL FINANCIAL INFORMATION

Contacting Instructor:

The most effective way for parents and students to get a hold of myself is through email. It allows me the ability to communicate with parents and students at any time, and provides everyone with a record of all communications.

Mr. Anderson – Stephen.Anderson@eips.ca

Evaluation

Evaluation is an ongoing process. Evaluation will take one of two forms: formative or summative assessment.

Formative assessments provide direction/practise for improvement and /or differentiation for individual students or for the class as a whole. Students are expected to complete formative assessments. Failure to complete formative assessments becomes a disciplinary matter.

Summative assessments, which support the program outcomes, provide information about a student's achievement at the end of a period of instruction. All summative assessments must be completed in order to acquire a successful final grade in the course.

The general objectives of the course are weighted as follows:

Assignments-%50
Quizzes-%25
Exams-%25

Lates: All students are expected to show up to class on time. Procedures according to Salisbury policy will be implemented.

Absences: If a student is absent **THEY ARE** responsible for the assignment evaluation or class activities covered that day. All student absences will be dealt with according to Salisbury procedures.

Assignments: All assignments must be submitted by due dates outlined during class time. All late assignments will be dealt with according to Salisbury procedures.

School Ethics

It is expected that all Salisbury students will:

- ✓ be respectful of all staff, each other and all regulations
- ✓ demonstrate honesty and courtesy
- ✓ attend all classes on time prepared to learn and contribute in a positive manner to school environment
- ✓ allow teachers to teach and students to learn without interruption
- ✓ Display their lanyard at all times with their own valid Salisbury ID card
- ✓ be respectful and remove headwear prior to entering building (unless worn for religious reasons)
- ✓ display appropriate conduct and behavior
- ✓ Not smoke on school property or within sight of school.
- ✓ not use or possess alcohol, drugs or weapons on school property
- ✓ obtain the maximum number of credits as assigned on the timetable
- ✓ Keep hallways clear and quiet during class time!
- ✓ Dress for success at all times.

Mr. Anderson's Expectations

- ✓ Students will demonstrate respect to myself, other staff, other students and all rules and regulations
- ✓ Students come to class on time and ready to learn. Students need to bring everything they need for class every class.
- ✓ Students will only be allowed out of class for emergencies. Please bring a water bottle or use the washroom before class.
- ✓ Allow Mr. Anderson to teach and students to learn without interruption.
- ✓ In My classroom all students have the right to:
 - Learn
 - Be respected
 - Hear and be heard
 - Their own space
 - Be safe and secure

If at any time, you have questions about material covered, need clarification, want to know more about an exam, feel that you are being treated in an unfair manner, have a concern regarding your mark, want to discuss the direction of the class, please feel free to see me at lunch or after school.

I look forward to a great semester and helping you have a successful year!!!