



Bloomington High School is a diverse community that supports lifelong learners who are responsible and productive citizens in our global society. Together we will provide a safe environment that guides students to reach their full potential in pursuit of academic and personal fulfillment.

Course Title: 062140 Business Management (Semester; ½ credit)

Course Description: This course will introduce students to the fundamental management functions including planning, organizing, leading and controlling from multiple perspectives. The course is designed with a skills based approach and focuses on communication (oral, writing, non-verbal and listening), problem solving, teamwork, decision-making, conflict resolution, and critical analysis. Business Management will cover topics such as the environment of business, characteristics of business, managing and management responsibilities, business organization and law, financial management, technology and communication, production and marketing management, and human resources.

Units of Study:

- Beginning Business
- SWOT Analysis
- The Environment of Business
- Types of Businesses
- Organizational Communication & Leadership
- Marketing & Promotions
- Human Resources (HR)

Texts and Required Readings: N/A

BHS Grading Scale and Policy:

The semester final grade is obtained from running semester grade (80%) and the semester final exam grade (20%). This means that you will have already earned 80% of your final grade by the time you reach semester exams. Semester exams are required. [BHS Handbook, pg. 17](#)

90-100% = A

80-89% = B

70-79% = C

60-69% = D

Below 60% = F

BHS Makeup Work Policy:

All students are expected to do makeup work in a timely fashion. It is the student's responsibility to obtain assignments prior to a pre-arranged absence, and immediately upon return for all other absences. General rule: one day absence affords one day to complete formative makeup work. For summative, students should expect to complete on the day of return. Failure to complete makeup work by the teacher deadline will result in a zero/missing in Gradebook. [BHS Handbook, pg. 37](#).

Discussing Controversial Issues in the Classroom:

The guidelines set forth by the District 87 Board Policy 6.070 will be used handling controversial issues in the classroom. Please contact your teacher if you have any questions.