

National Business Education Standards								
Achievement Standards								
http://www.nbea.org/curriculum/bes.html								
	Business & Personal Protocol	Personal Economics & Finance	Macroeconomics	International Business	Career Planning	Introduction to Technology	Business & Consumer Math	Business Communications
Accounting								
Complete the various steps of the accounting cycle and explain the purpose of each step.								
Determine the values of assets, liabilities, and owner's equity according to generally accepted accounting principles, explaining when and why they are used.								
Prepare, interpret, and analyze financial statements using manual and computerized systems for service, merchandising, and manufacturing businesses.								
Apply appropriate accounting principles to various forms of ownership, payroll, income taxation, and managerial systems.								
Use planning and control principles to evaluate the performance of an organization and apply differential analysis and present value concepts to make decisions.								
Business Law								
Analyze the relationship between ethics and the law and describe the sources of the law, the structure of the court system, the different classifications of procedural law, and the different classifications of substantive law.								
Analyze the relationships among contract law, law of sales, and consumer law.								
Analyze the role and importance of agency law and employment law as they relate to the conduct of business in the national and international marketplaces.								
Describe the major types of business organizations operating within the socio-economic arena of the national and international marketplace today and in the future.				X				

National Business Education Standards								
Achievement Standards								
http://www.nbea.org/curriculum/bes.html								
	Business & Personal Protocol	Personal Economics & Finance	Macroeconomics	International Business	Career Planning	Introduction to Technology	Business & Consumer Math	Business Communications
Apply basic social communication skills in personal and professional situations.	X							X
Use technology to enhance the effectiveness of communications.				X				X
Integrate all forms of communication in the successful pursuit of a career.								X
Incorporate appropriate leadership and supervision techniques, customer-service strategies, and standards of personal ethics to communicate effectively with various business constituencies.	X							X
Computation								
Apply basic mathematical operations to solve problems.		X	X				X	
Solve problems containing whole numbers, decimals, fractions, percents, ratios, and proportions.		X					X	
Use algebraic operations to solve problems.							X	
Use common international standards of measurement in solving problems.								
Analyze and interpret data using common statistical procedures.			X				X	
Use mathematical procedures to analyze and solve business problems for such areas as taxation; saving and investment; payroll records; cash management; financial statements; credit management; purchases; sales; inventory records; depreciation; cost recovery; and depletion.		X					X	
Economics and Personal Finance								
Identify opportunity costs and trade-offs involved in making choices about how to use scarce economic resources.		X						

National Business Education Standards								
Achievement Standards								
http://www.nbea.org/curriculum/bes.html								
	Business & Personal Protocol	Personal Economics & Finance	Macroeconomics	International Business	Career Planning	Introduction to Technology	Business & Consumer Math	Business Communications
Use a rational decision-making process as it applies to the roles of citizens, workers, and consumers.								
Explain the importance of productivity, and discuss how specialization, division of labor, saving, investment in capital goods and human resources, and technological change affect productivity.			X					
Explain why societies develop economic systems, identify the basic features of different economic systems, and discuss the major features of the U.S. economy.			X					
Explain the role of core economic institutions and incentives in the U.S. economy.			X					
Explain the role of exchange of money in an economic system and describe the effect of interdependence on economic activity.			X	X				
Describe the role of markets and prices in the U.S. economy.			X					
Analyze the role of the law of supply and demand in the U.S. economy.		X	X					
Describe the different types of competitive structures and illustrate the role of competitive markets in the U.S. and other economies.								
Manage limited personal financial resources and recognize that more of the wants and needs of members of a society can be satisfied if wise consumer decisions are made.		X					X	
Explain how the U.S. economy functions as a whole and describe macro-economic measures of economic activity such as gross domestic product, unemployment, and inflation.			X					
Discuss the role of government in an economic system, especially the necessary and desirable role of government in the U.S. economy.			X					

National Business Education Standards								
Achievement Standards								
http://www.nbea.org/curriculum/bes.html								
	Business & Personal Protocol	Personal Economics & Finance	Macroeconomics	International Business	Career Planning	Introduction to Technology	Business & Consumer Math	Business Communications
Describe rights and responsibilities of citizens in the U.S. economy, including their role in making decisions through the political process that affect the allocation of limited personal and public resources to meet individual and social wants and needs.			X					
Examine the importance of economic relationships among nations and discuss the role of international monetary relations in the global economy.				X				
Relate personal interests, wants, and abilities to career choices and assess how conditions in the labor market may affect career choices.				X	X			
Entrepreneurship								
Identify unique characteristics of an entrepreneur and evaluate the degree to which one possesses those characteristics.								
Develop a marketing plan for an entrepreneurial venture.				X				
Apply economic concepts when making decisions for an entrepreneurial venture.								
Identify and use the necessary financial competencies needed by an entrepreneur.								
Identify, establish, maintain, and analyze appropriate records to make business decisions.								
Develop a management plan for an entrepreneurial venture.				X				
Describe how cultural differences, export/import opportunities, and current trends in a global marketplace can affect an entrepreneurial venture.				X				
Describe how ethics, government, and different forms of business ownership affect the entrepreneurial venture.				X				
Develop a business plan.				X				

National Business Education Standards								
Achievement Standards								
http://www.nbea.org/curriculum/bes.html								
	Business & Personal Protocol	Personal Economics & Finance	Macroeconomics	International Business	Career Planning	Introduction to Technology	Business & Consumer Math	Business Communications
Information Systems								
Describe current and emerging computer architecture; configure, install, and upgrade hardware systems; and diagnose and repair hardware problems.								
Identify, select, evaluate, use, install, upgrade, and customize application software; diagnose and solve problems occurring from an application software as installation and use.								
Identify, select, evaluate, use, install, upgrade, customize, and diagnose and solve problems with various types of operating systems, environment, and utilities.								
Enter, sort, and retrieve data from databases; evaluate media and file structures; and plan, develop, and modify file specifications and database schema.								
Use, select, evaluate, install, customize, plan, design, and diagnose and solve problems with communications and networking systems.								
Use touch keyboarding skills to enter and manipulate text and data.								
Select and use word processing, desktop publishing, database, spreadsheet, presentation graphics, multimedia, and imaging software and industry- and subject-specific software.								
Plan the selection and acquisition of information systems.								
Analyze and design formation systems using appropriate development tools.								
Compare, evaluate, and demonstrate skills in the use of different types and levels of programming languages.								
Design and implement security plans and procedures for information systems.								

National Business Education Standards								
Achievement Standards								
http://www.nbea.org/curriculum/bes.html								
	Business & Personal Protocol	Personal Economics & Finance	Macroeconomics	International Business	Career Planning	Introduction to Technology	Business & Consumer Math	Business Communications
Establish and use a personal code of ethics for information systems use and management.								
Assess the impact of information systems on society.				X		X		
Select and apply information systems across the curriculum.								
Describe positions and career paths in information systems.						X		
International Business								
Explain the role of international business and analyze its impact on careers and doing business at the local, state, national, and international levels.				X				
Apply communication strategies necessary and appropriate for effective and profitable international business relations.				X				
Describe the social, cultural, political, legal, economic factors that shape and impact the international business environment.				X				
Describe the environmental factors that define what is considered ethical business behavior.				X				
Explain the role, importance, and concepts of international finance and risk management.				X				
Address special challenges in operations and management of human resources in international business.				X				
Apply marketing concepts to international business.				X				
Relate balance of trade concepts to the import/export process.				X				
Identify forms of business ownership and entrepreneurial opportunities available in international business.				X				
Management								

National Business Education Standards								
Achievement Standards								
http://www.nbea.org/curriculum/bes.html								
	Business & Personal Protocol	Personal Economics & Finance	Macroeconomics	International Business	Career Planning	Introduction to Technology	Business & Consumer Math	Business Communications
Illustrate how the functions of management are implemented and explain why they are important.								
Compare and contrast the basic tenets of management theories and explain why they are important.								
Analyze financial data influenced by internal and external factors in order to make long-term and short-term management decisions.								
Justify the need to gain and maintain competitive advantage through the use of internal comparisons and external research services.				X				
Describe the activities of human resources managers and their importance to the successful operation of the organization.				X				
Identify various organizational structures and discuss the advantages and disadvantages of each.				X				
Develop and use general managerial skills.								
Define a code of ethics, develop a code of ethics, and apply a code of ethics to various issues confronted by businesses.								
Identify, describe, and analyze the impact and relationship of government regulations and community involvement to business management decisions.				X				
Describe the role of organized labor and its influences on government and business.				X				
Apply generally accepted operations management principles and procedures to the design of an operation plan.								
Marketing								
Identify the roles of marketing and analyze the impact of marketing on the individual, business, and society.				X				

National Business Education Standards								
Achievement Standards								
http://www.nbea.org/curriculum/bes.html								
	Business & Personal Protocol	Personal Economics & Finance	Macroeconomics	International Business	Career Planning	Introduction to Technology	Business & Consumer Math	Business Communications
Identify and explain how external factors influence/dictate marketing decisions.				X				
Apply distribution processes and methods to develop distribution plans.				X				
Identify the four general forms of promotion and determine how each contributes to successful marketing.				X				
Develop, implement, and evaluate a marketing research project.								
Identify numerous marketing variables and strategies in dealing with a diversified marketplace.				X				
Develop a marketing plan encompassing all of the necessary components.				X				
Apply forecasting principles and methods to determine sales potential for specific products.								
4/21/00								