

**Florida Department of Education  
CURRICULUM FRAMEWORK**

**Program Title:** Business Leadership Skills  
**Occupational Area:** Business

Secondary

**Program Numbers**           **8200120**  
CIP Number               0507.9999LS  
Grade Level               6-9, 30, 31  
Standard Length           .50 credits  
Certification               BUS ED @4 1 @2  
                                  TEACH CBE @7  
                                  VOE @7

- I.    **MAJOR CONCEPTS/CONTENT:** The purpose of this course is to provide a comprehensive exploration of the core business themes. Students are exposed to concepts that may be further studied in individual programs in grades 9-12. Students will rotate through a content which includes accounting, administrative support, digital publishing, entrepreneurship, international business, management and software applications.
- Communications and mathematics skills, SCANS competencies, and state and national skills standards are inherent in the content of this course. Decision making, real world problem solving, and career development will be interwoven throughout the curriculum. A culminating project, using multimedia technology, will encompass the entire content of the course and students will be active, interested participants in their educational experience with an instructor acting as facilitator.
- II.   **LABORATORY ACTIVITIES:** Laboratory activities are an essential part of this course and incorporate a project driven model with hands-on activities. The use of computers and current software is required.
- III.  **SPECIAL NOTE:** Upon completion of Business Leadership Skills and an additional half credit in business technology course work, at the middle school level, an optional articulation agreement may be included to further enhance this course and meet the requirements of Business Systems and Technology 1.
- IV.  **INTENDED OUTCOMES:** After successfully completing this course, the student will be able to:
- 01.0 Demonstrate knowledge of information systems.
  - 02.0 Apply communication skills.
  - 03.0 Explore emerging workplace trends and issues.
  - 04.0 Develop an awareness of business organizational structures.
  - 05.0 Demonstrate business leadership skills.
  - 06.0 Apply mathematical strategies to business applications.
  - 07.0 Assess personal strengths as they relate to business career exploration.

*A curriculum guide developed in 2002 for this program is available through the Business Technology Education Department of Education office.*

July 2007

Florida Department of Education  
STUDENT PERFORMANCE STANDARDS

**Program Title:** Business Leadership Skills  
**Course Number:** 8200120  
**Course Credit:** .05

**01.0 DEMONSTRATE KNOWLEDGE OF INFORMATION SYSTEM--The student will be able to:**

- 01.01: Use current and emerging computer technology and software to perform personal and business related tasks.
- 01.02: Apply the use of information management tools to develop and coordinate the distribution of work.

**02.0 APPLY COMMUNICATION SKILLS--The student will be able to:**

- 02.01: Select and use appropriate modes of communication, including the Internet, for specific workplace situations.
- 02.02: Use presentation software to enhance personal and professional communications.
- 02.03: Produce electronic publications using digital publishing software.

**03.0 EXPLORE EMERGING WORKPLACE TRENDS AND ISSUES--The student will be able to:**

- 03.01: Describe current trends and issues that impact global and local business environments.

**04.0 DEVELOP AN AWARENESS OF BUSINESS ORGANIZATIONAL STRUCTURES--The student will be able to:**

- 04.01: Explore organizational structures in today's business environments.
- 04.02: Assess personal performance and identify strategies for improvement.
- 04.03: Develop an awareness of the impact of the economy as it relates to the marketplace.

**05.0 DEMONSTRATE BUSINESS LEADERSHIP SKILLS--The student will be able to:**

- 05.01: Demonstrate leadership skills needed to develop a positive work environment.
- 05.02: Apply appropriate strategies to manage conflict in work situations.

**06.0 APPLY MATHEMATICAL STRATEGIES TO BUSINESS APPLICATIONS--The student will be able to:**

- 06.01: Select and implement appropriate mathematical tools to solve

business financial problems.

**07.0 ASSESS PERSONAL STRENGTHS AS THEY RELATE TO BUSINESS CAREER**

**EXPLORATION--The student will be able to:**

07.01: Survey and assess personal aptitudes and interests related to careers in a global economy.