Escambia Career Readiness Center

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***Description***

Economics and Financial Services presents basic topics in economics, including the principles and practices of banking, credit, and consumer lending in the United States. Additional emphasis is placed on money management, economic growth and stability, and characteristics of different economic systems and financial institutions. The course includes the major functions of banks and other financial intermediaries, central banking and the Federal Reserve System, current trends in the finance industry, credit functions, principles of credit risk evaluation, loan creation, debt collection, and stocks and bonds.

***Prerequisite***

None

***Goals***

Acquire specific skills needed for success in the workplace, managing economic resources to achieve personal and company goals, and the impact of financial decisions on a business.

***Essential Questions***

Will this course help prepare me for a job?

Will this course help prepare me for college?

What career opportunities will this course prepare me for?

***Foundational Standards***

1. Incorporate safety procedures in handling, operating, and maintaining tools and machinery; handling materials; and maintaining a safe work area.
2. Demonstrate effective workplace and employability skills, including communication, awareness of diversity, positive work ethic, problem-solving, time management, and teamwork.
3. Explore the range of careers available in the field and investigate their educational requirements, and demonstrate job-seeking skills including resume-writing and interviewing.
4. Advocate and practice safe, legal, responsible, and ethical use of information and technology tools specific to the industry pathway.
5. Participate in a Career and Technical Student Organization to increase the knowledge and skills and to enhance leadership and teamwork.
6. Discuss and demonstrate ways to value diversity.

***Course Outline***

**Economics & Financial Services** – **2nd** **Year Students**

Source: FBLA Format GuideMicrosoft Excel Associate 2019 e-book, Microsoft Word Associate 2019 e-book, Microsoft Imagine Academy text

1. Describe different types of business organization.
2. Summarize how economic stability impacts growth of the economy.
3. Compare and contrast major features of a variety of economic systems.
4. Describe the four basic levels of international business activities: domestic, international, multinational and global.
5. Explain how the profit motive drives decisions in a capitalist economic system.
6. Describe the methods and sources available to corporations for raising capital.
7. Explain the financial interdependence of nations.
8. Use various sources of information to gather data about specific investments, including stocks, bonds, mutual funds, and futures.
9. Outline the growth and role of the banking system in America from its early years to the present.
10. Describe banking services provided in the American financial system.
11. Describe the role financial institutions play in economic growth and development.
12. Interpret economic and financial data using correct terminology.
13. Describe the role of consumer credit in today’s economy.
14. Describe the impact of consumer debt on both the consumer and on the economy as a whole.
15. Demonstrate ethical customer service skills in the financial sector.
16. Gather and share information on the effectiveness of marketing strategies used by financial institutions to attract and retain customers.

***Culminating Products***

Upon completion of this course, each student will:

* Research job search strategies and sources for job placement.
* Create an employment portfolio.
* Describe and demonstrate the application and interview process for employment.

***Assessment Procedures***

Most assignments will be submitted via Schoology. Assignments will be graded objectively for completeness and correctness. Presentations and objective projects will be graded according to an assignment rubric. All quizzes will be administered via Schoology.

***Grading Scale***

90-100 A

80-89 B

70-79 C

60-69 D

59 or below F

***Career Tech Student Organization***

All students in the Business Management and Administration Program will be invited to join Future Business Leaders of America.

***Student Industry Credential***

In this class, students will work on completing the Microsoft Office Specialist Certification in Microsoft Word 2019, Excel 2019 and PowerPoint 2019. Receiving two MOS Certifications complete the credential for the BMA program.