

# Principles of Business, Marketing, & Finance

## Supplies:

- Paper
- Pencil or Pen

Please bring your Chromebook everyday. The majority of your assignments will be done online.

## Class Rules:

1. Come to class prepared and ready to learn every day!
2. Show respect to yourself, classmates, teacher, and this room.
3. NO PHONES! Phones are a distraction (and you know it), please keep them put away.
4. Have fun and learn from your mistakes!

## Grades:

**Grading Policy:** This is a high school credit class and will count towards your final GPA. 50% for Daily Work, 50% for Tests. There will be a minimum of 12 daily grades and 2 test grades every six weeks.

**Late Work Policy:** Late work will not be accepted. The majority of assignments for this class will be project based and done in class. I will drop a minimum of 2 daily grades at the end of each six weeks.

## Contact me:



940-427-5511



cnivens@alvordisd.net

Tutorials after school M-Th by request

## Absences:

It is your responsibility to check Google Classroom if you are absent. I will post all notes, videos, and assignments on Google Classroom. No excuses. You will receive 2 extra days to catch up.

## Discipline:

Most issues will go through all of the following steps. Teacher's discretion will apply. A serious issue in the classroom could immediately escalate to step 3.

- 1st - Student and teacher discussion of issues
- 2nd - Discipline is given by the teacher (classroom detention, seat change, etc.) and communication of student issues with parents;
- 3rd - Office referral

## Course Outline:

Unit 1: Business Communication  
Unit 2: Let's Talk Business  
Unit 3: Private Enterprise  
Unit 4: Terms, Roles, & Strategies  
Unit 5: Domestic & World Trade

Unit 6: Government Roles  
Unit 7: Ethics, Laws, & Legal System  
Unit 8: Labor & Productivity  
Unit 9: Marketing  
Unit 10: Money, Money, Money

## Class Procedures:

### Entering Class

- Check the board to see what supplies are needed for the day.
- Have everything you need ready to go and be in your seat when the bell rings.
- Turn in any assignments.
- Begin working on Bell Work.

### During Class

- Take notes and participate in the lesson.
- Be on task and use your time wisely.

### End of Class

- Please do not pack up your things early.
- Stay in your seat until the bell rings. Do not line up at the door.

## Signatures:

Student \_\_\_\_\_ Guardian \_\_\_\_\_