



Southgate Anderson Business Communications and Technology

Credits, Articulations & Prerequisites

Credits:

Cross credit with some academic courses (including 4th year related math, VPAA, math & science) may be available and will be reviewed on a case-by-case basis with each district's counseling department.

Articulations:

- Baker College
- Ferris State University
- Henry Ford College
- Washtenaw Community College
- Wayne County Community College District

Prerequisites:

- Junior status
- Grade of C or better and instructor approval to go on to the advanced level

This program offers excellent career opportunities for both male and female students.

Program Description

In this program, students will demonstrate the concepts and strategies for obtaining and conveying ideas and information to enhance communication in the workplace including planning, organizing, and controlling an organization/department to optimize overall business success. Students will learn the importance of professional ethics and legal responsibilities through digital citizenship, and demonstrate skills related to seeking, applying for, and obtaining employment, solve mathematical problems, and use the information to make business decisions and enhance business management duties.

At the advanced level, students will employ and manage techniques, strategies, and systems used by management to foster self-understanding and enhance business relationships. They will also identify new ideas, opportunities, and methods to create a new project or venture, support customer relationships, and encourage repeat business. Students will work both independently and in teams to solve problems using creativity and innovation, and in turn share information to assist in making business decisions, and managing business risks to protect a business's fiscal well-being.

Special Features

Leadership and work-based learning opportunities available

STATEMENT OF COMPLIANCE

The Downriver Career Technical Consortium complies with all federal laws and regulations of the U.S. Department of Education. It is the policy of the Downriver Career Technical Consortium that no person on the basis of race, color, religion, national origin or ancestry, age, gender, marital status, disability or limited English proficiency shall be discriminated against or excluded from participation in any program or activity to which it is responsible or for which it receives financial assistance from the U.S. Department of Education. Furthermore, the consortium will encourage participation by all of the above.

Adopted by the Downriver Career Technical Consortium
November 23, 1982