

Merrillville High School (Trimester schedule)
Business Management

Instructor: Sharon Row (1/08)

	Weeks 1 & 2	Weeks 3 & 4	Weeks 5 & 6	Weeks 7 & 8	Weeks 9 & 10	Weeks 11 & 12)
Essential Questions	What are the characteristics of business?	What are the social & ethical considerations? What are the legal aspects of managing a business?	How does communication flow in structured business organization? What are the types of management functions and how are decisions made?	What are leadership characteristics and styles? What financial records need to be kept? Why do they impact management decisions?	How do I finance (capital funding) a business? What financial services are available to businesses and customers?	How do I manage my human resources? What learned management skills am I able to demonstrate?
Content	Nature of business, impact of global competition, entrepreneurship	Human/natural resources, ethical and social issues, federal, state and local regulations, taxes	Communication process, mis-communication, Levels of management and supervision, strategic planning	Leadership traits and styles, handling employee problems, financial records, budgets, statements	Capital funding/ investment, financial institutions, outside capital, computers and banking	Selecting, promoting, transferring and releasing employees, employee benefits, value of human resources
Standards/Skills	BM 4.6.1, BM 4.6.2, BM 6.1.1, BM 6.1.2, BM 6.1.4	BM 7.1.1, BM 7.1.2, BM 7.1.3, BM 8.1.1, BM 8.1.2	BM 4.7.1, BM 4.7.2, BM 4.7.3, BM 5.1.2, BM 5.1.3, BM 6.1.3, BM 1.1.1, BM 1.1.2, BM 1.1.3, BM 1.1.5, BM 1.1.6, BM 1.1.10, BM 1.1.11, BM 1.1.12, BM 2.1.2, BM 2.1.3, BM 2.1.4, BM 9.1.1, BM 9.1.2, BM 9.1.5, BM 9.1.7	BM 1.1.4, BM 1.1.7, BM 1.1.8, BM 1.1.9, BM 3.1.1, BM 3.1.3	BM 3.1.3, BM 3.1.2, BM 6.1.4, E 5.1.1, E 5.1.4, E 5.1.7, E14.1.2	BM 4.1.1, BM 4.1.2, BM 4.1.3, BM 4.2.1, BM 4.2.2, BM 4.2.3, BM 4.3.1, BM 4.3.2, BM 4.3.3, BM 4.3.4, BM 4.4.1, BM 4.4.2, BM 4.4.3, BM 4.5.1, BM 4.5.2, BM 4.5.3, BM 4.5.4
Products/Assessments	Name Design & Concept, Mission & Vision Statements	Environmental Plan, Incorporation, Ethics game	Business Functions, Employee Work Policy, Problem Solving,	Assertiveness survey	Cash budget, Capital funding (start up costs), Loan application, Insurance & Risks	Employee work rules, Job Description, Benefits & Release Procedures, Team Business Management Report