



Discipline: Finance and Business
Date Submitted: October 20, 2021

Cerritos College
ARTICULATION AGREEMENT

<p>Cerritos College Course: BA 100 - Fundamentals of Business (3 Units)</p> <p>Cerritos College 11110 Alondra Blvd. Norwalk, CA 90650</p>	<p>High School Course: Introduction to Business</p> <p>Mayfair High School 6000 Woodruff Ave. Lakewood, CA 90713</p>
<p>General Course Description: This course offers a practical overview of all areas of business including banking, income taxes, credit cards, loans, basic economic concepts, entrepreneurship, business law, and investments. Students are introduced to today's business concepts and skills required in today's global economy. In addition, students will learn to use technology software, such as Microsoft Excel and Access, to enhance their business knowledge and gain critical experience needed to be successful in today's workplace. This course is the introductory course within the International Business Pathway.</p>	
<p>College Prerequisite: none</p>	<p>HS Prerequisite: none</p>
<p>Advisories/Recommendations: none</p>	
<p>Course Content:</p> <ul style="list-style-type: none"> Unit 1 – Business Environment <ul style="list-style-type: none"> Chapter 1 – Intro to Business and Economics Chapter 2 – Economic Activity Chapter 3 – Business Law and Ethics Chapter 4 – Business in the Free Enterprise Unit 2 – Business Management <ul style="list-style-type: none"> Chapter 6 – Entrepreneurship Chapter 7 – Business Organization, Management, and Leadership Chapter 8 – Production of Goods Chapter 9 – Human Resource Management Unit 4 – Business Finance <ul style="list-style-type: none"> Chapter 14 – Risk Management Chapter 15 – Money and Banking Chapter 16 – Credit Chapter 17 – Financial Management Unit 5 – Personal Finance <ul style="list-style-type: none"> Chapter 18 – Income and Taxes Chapter 19 – Personal Banking and Investments Chapter 20 - Insurance 	

Unit 6 – Managing Your Career
Chapter 21 – Career Planning
Chapter 22 – Writing for Employment
Chapter 23 – Digital Citizenship

Throughout the year, students will participate in additional online instruction through Everfi.org where, upon successful completion, they will receive certificates of proficiency in Financial Literacy.

Competencies and Skill Requirements.

At the conclusion of this course, the student should be able to:

- Develop planning, organizing, and controlling strategies for a business environment.
- Demonstrate knowledge of the basic concepts used by economics, particularly scarcity, allocation of resources, economic decisions, economic goods, efficiency, price stability, and goals of all economic systems.
- Demonstrate an understanding of the basic differences between the different types of economic systems that exist in the world today.
- Demonstrate an understanding of the concept of a mixed economic system.
- Demonstrate knowledge of how market system pricing operates. They should be able to demonstrate how the laws of supply and demand interact to produce prices, which clear the market. They will demonstrate this knowledge through explanatory statements and construction of and reading of graphs and schedules.
- Demonstrate an understanding of how consumers make decisions and what factors in the economic system affect the making of those decisions.
- Demonstrate an understanding of how businesses are organized and how they function in a market economy. Students will demonstrate an understanding of the role of profit incentive in business growth and its importance in preserving the benefits of competition.
- Demonstrate an understanding of how and why government regulates business.
- Use technology to produce projects.
- Develop an awareness of their own career interests.
- Develop employability skills through interviewing; resume building, oral presentations, and teamwork.
- Demonstrate critical thinking, organizational, and decision-making skills by developing project proposals, time lines, and final products.
- Demonstrate proficiency by using desktop publishing software to create a newsletter and a brochure using imported text and graphics with appropriate page layout and graphic design.
- Demonstrate proficiency by creating multimedia presentations, which include sound, animation and digital photo imaging.
- Demonstrate proficiency by sending Email, threading messages, and using the Internet for effective research.
- Demonstrate proficiency by demonstrating an understanding of computer software, hardware, and terminology.
- Demonstrate proficiency by exhibiting business-like attitudes in demonstrating punctuality, turning assignments in on time, using class time productively, and making up assignments when absent.
- Demonstrate competence in listening to and following oral and written instructions.
- Demonstrate competence in understanding the ethical nature of online communication.

Measurement Methods:

- classroom assignments
- class participation
- projects
- quizzes
- exams

Textbooks or Other Support Materials:

Principles of Business, Marketing, and Finance; 1st ed.


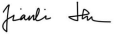




Procedures for Course Articulation:

Cerritos College credit for the articulated course listed above may be received when the following criteria are met:

1. The student has completed the articulated high school course listed above, *Introduction to Business*, with a grade of B or higher.
2. The student must enroll at Cerritos College within two (2) years from the semester date in which the course was completed.
3. The student will complete and submit the Cerritos College *Petition for Credit by Examination for Articulated High School Course* form to the Office of Educational Partnerships & Programs.
4. No more than 15 units of credit may be accepted for credit by examination.

This Agreement will be reviewed annually and will remain in effect until cancelled by either party giving 30 days written notice.

High School/ROP District Signatures**Cerritos College Signatures**

	10-21-2021		Nov 3, 2021
Faculty/Department Chair	Date	Instructor/Division Chair	Date
	10-21-2021	 <small>Rachel Mason (Nov 3, 2021 16:31 PDT)</small>	Nov 3, 2021
Principal	Date	Dean of Instruction	Date
	10/22/21	 <small>E. (Rick) Miranda (Nov 3, 2021 20:22 PDT)</small>	Nov 3, 2021
Superintendent	Date	Vice President	Date












Mayfair HS - BA 100 Articulation Agreement

Final Audit Report

2021-11-04

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