Future Business Leaders of America Course Syllabus

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Summary: EBP is an exciting course at the high school that allows students to prepare for careers in business education and also participate in Future Business Leaders of America (FBLA). Business careers are often thought of as the traditional business management, accounting, marketing, economics, finance, etc., but truly ANY career choice involves one with many aspects of business. You will have a great advantage with your future educational and work experiences by participating in FBLA and bringing business and education together through this course!

What we will do? There will be a lot of free choice in Exploratory Business Practices. After all, you need to start focusing on what interests you most! Students will learn about many of the business realms through hands-on learning, sharing with others, guest lecturers, FBLA conferences and competitions. This course will cover many business basics such as: networking, business communication, parliamentary procedure, entrepreneurship, and much more. You will select from one of the many areas that are offered to compete individually or as a team at the Regional Leadership Conference. Much of your class time will be spent becoming proficient in this area so that you will have an excellent chance to represent Bellefonte at the State Leadership Conference in Hershey, PA.

Pennsylvania Business Leaders of America (PA FBLA) is the Pennsylvania charted organization of FBLA. Each state organizes under the umbrella of the National FBLA, their state, district, regional and local organizations.

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Pennsylvania has three districts: Eastern, Central, and Western and 28 regions. Bellefonte is part of Region 14 and includes the following active high schools: Bald Eagle, Dubois Catholic, Central Mountain, Clearfield, Indian Valley, State College, and Tyrone, and Cameron County. Currently, the Region 14 advisor is Stacey Nath, your FBLA co-advisor.
Essential Course Questions:

1. Why is learning about business practices critical to all types of careers? (Career Devel. IV.A-C; Career Ed and Work 13.1.11)
2. What are parliamentary procedures and why are they used to conduct business meetings? (Comm.V.C.2-4)
3. What advantage do students who participate in FBLA have over other students? (Career Devel.V.A.3; VI.A.1-4)
4. What is the role of a president, vice-president, secretary, and treasurer in an organization? (Comm.V.C.2-4; Career Ed and Work 13.3.11)
5. What are the purposes of committees and sub-committees in an organization? (Comm.V.C&D; Career Ed and Work 13.3.11)
6. Why are memberships in professional organizations important? (Career Devel.V.A.3; VI.A.1-4)
7. How can learning a wide-range of business practices and concepts be beneficial for future decision-making? (Career Devel. IV.A-C)
8. What are the missions of FBLA and PA FBLA? (Career Devel.V.A.3; VI.A.1-4)
9. Do you know the essentials of basic business etiquette, attire, networking, interviewing skills, etc.? (Career Devel. III.A.1-4; Comm.IV.1-4)
10. Why is communication with school districts in the area important for future growth and creativity? (Career Devel.III.E.1-3)

Grading: Because of the nature of this class, you will have assignments/projects/tests that not only follow the event you choose to study and then compete in this fall, but it will also be based on mini-lessons, committee work, and your ability to be an active participant in the class.

This class is based on a point system. Each assignment will be worth a certain number of points. In order to calculate your grade, divide number of earned points by the total number of points possible. Each assignment will be returned to you; this way you will be able to keep track of your grade throughout each marking period. I highly recommend that you hold onto all assignments until the end of the term. This will be beneficial if you have any questions about your grade. The only grade that will be calculated at the end of each marking period is your responsibility grade.

Each student starts each marking period with 100 points for responsibility. The following amounts will be deducted based on the attached factors:

-5 points:
  - Did not bring workbook/notebook when asked
  - Sleeping (exceptions will be made on individual basis)
  - Not paying attention
  - Not completing tasks assigned during class
-3 points:
  - Did not bring homework when asked
  - Sleeping through part of class
  - Not paying attention through part of class
  - Partial completion of assignment during class

-1 point:
  - Did not bring a pen or pencil to class
  - Pay attention through most of class
  - Other small disruptions

***You will also have a midterm and final in this course!! It could range from group project to written exam. The dates of the exams are determined by the school!!

Class Rules: The following rules must be followed in order to have a fun and productive class environment:
  - Be on time!!!
  - Be prepared!!!
  - Be respectful to all!!!
  - Take responsibility for your actions!!!
  - Follow all rules provided in school handbook!!!

Consequences will be taken as stated in the handbook!

Expectations: You are in high school. This is the time to learn about yourself, learn what you enjoy doing (LEGALLY), and to help you decide and prepare you for the future. You are to take responsibility for your actions and bear the consequences of the negative actions taken.

Let’s Have a Fun Year!!!