

Chatham High School



Business Program

Accounting

Business Law

Career & Financial Management

CEIP

**Marketing &
Management**

**Introduction
to
Computers**

Accounting

- Students will learn the Accounting Cycle
 - Preparing journal entries
 - Creating financial reports
 - Service & merchandise business
 - Payroll
 - Benefits
 - Banking

I should have taken Mr. D's business classes to get me ready for this economy



Business Law

- The Legal System in the U.S.
 - Criminal Law
 - Contract Law
 - Law of sales
 - Property Law
 - Employment Law
 - Forms of Business Organizations
 - Borrowing Money & paying Bills



Career & Financial Management

- Career Exploration**
 - Researching careers & colleges
 - Resumes & Cover Letters
- Financial Literacy**
 - Stock Market
 - Basic Banking
- Public Speaking**



C.E.I.P

- **Current and previous placements**

- Teaching
- Law Enforcement
- Auto Mechanics
- Cosmetology
- Entrepreneurship
- Finance
- Medicine
- Communications

- **Students will**

- Get hands on Experience
- Learn proper work ethic
- Exhibit good study habits
- Review employment law

Introduction to Computers

- Microsoft Office

- Word
- Excel
- Access
- PowerPoint
- Publisher



Students will learn about the history of computers, how to use programs correctly, review typing techniques, create business documents and learn to create a budget.

Marketing & Management

Have you ever thought about a career in marketing, being a leader, or creating advertising? This is your class!!

- We cover
 - Business Structures
 - Management & Leadership Theories
 - Marketing Materials and Advertising for CHS
 - Public Relations
 - Design products
 - Creating Business Plans

Financial Literacy



- CHS Business Departments newest class
- Do you ever plan to work?

Then this class is for you

- Learn about:
 - Banking
 - The stock market
 - Retirement Accounts
 - Medical/dental insurance
 - Auto/Fire/ Life Insurance
 - Much More