

BUSINESS, MANAGEMENT & ADMINISTRATION

and

INFORMATION TECHNOLOGY

Career, Technical and Agricultural Education's Business, Management & Administration and Information Technology programs offer students the chance to learn about administrative support, information management, small business development, international business, and computing, which involves programming and technical support. These two CTAE programs, Business, Management & Administration and Information Technology, consist of three components: classroom/laboratory experiences, work-based learning opportunities that relate directly to classroom instruction, and the Career Technical Student Organization, Future Business Leaders of America, which provides co-curricular activities that build teamwork and leadership skills.

Various forms of technologies will be highlighted to expose students to the emerging technologies impacting the digital world. Professional communication skills and practices, problem-solving, ethical and legal issues, and the impact of effective presentation skills are taught in these pathway courses to prepare students to be college and career ready.

Pathways

Business Management & Administration

- Course 1 - Introduction to Business and Technology
- Course 2 - Business and Technology
- Course 3 - Business Communications

Programming

- Course 1 - Introduction to Digital Technology
- Course 2 - Computer Science Principles
- Course 3 - Programming, Games, Apps and Society

Computer Science

- Course 1 - Introduction to Digital Technology
- Course 2 - Computer Science Principles
- Course 3 - Advanced Placement Computer Science

The following courses will satisfy the fourth science requirement and have also been approved by the Board of Regents: Computer Science Principles, Programming, Games, Apps and Society, and AP Computer Science.

National Certification

Upon the completion of a Business, Management & Administration and Information Technology pathway, students may earn a national credential through their participation in the end-of-pathway assessments. Certifications may include IC3, Microsoft Office Specialist (MOS), A+, and/or Adobe (ACA).

CTSO

Future Business Leaders of America (FBLA) is the Career and Technical Student Organization for Business, Management & Administration and Information Technology.