**Business Organization 120**

Mrs. MacDonald

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**Course Content**

This course is an excellent introduction for anyone wanting to gain the practical skills and knowledge of employment in any modern business setting. Topics include: Canadian business, leadership, ethics, trade personal/professional development, and the general skills necessary to be successful in any business setting. This course is rooted in project based learning. You will have a project a unit. Projects will range from small to large scale.

**Course Outline**

Unit 1: Intro to Business

4 weeks

Unit 2: Six Business Environments

Unit 3: Business Ownership

6 weeks

Unit 4: Functions of Management

Unit 5: Ethics

3 weeks

5 weeks

Unit 6: Trade

**Marks**

50% Projects / Assignments/ Class Mark

30% Tests / Quizzes

20% Mid Term / Final Exam

**Keys to Success**:

 Attend class regularly, be punctual, prepared, and participate. Complete ALL assigned work and hand it in. Remember any mark is better than a zero!