



## Accounting II High School

### **1.0 Functions as economically literate citizens through the development of personal consumer economic skills, knowledge of social and government responsibility, and an understanding of business operations.**

- 1.1 Define accounting terminology related to a departmentalized merchandising business organized as a corporation.
- 1.2 Understand accounting concepts and practices related to a departmentalized merchandising business organized as a corporation.
- 1.3 Demonstrate accounting procedures used in a departmentalized merchandising business organized as a corporation.
- 1.4 Define accounting terminology related to selected accounting control systems.
- 1.5 Understand accounting concepts and practices related to select accounting control systems.
- 1.6 Demonstrate accounting procedures for selected accounting control systems.
- 1.7 Define accounting terminology related to general accounting adjustment.
- 1.8 Understand accounting concepts and practices related to general accounting adjustment.
- 1.9 Demonstrate accounting procedures for general accounting adjustment.
- 1.10 Define accounting terminology related to a corporation.
- 1.11 Understand accounting concepts and practices related to a corporation.
- 1.12 Demonstrate accounting procedures unique to a corporation.
- 1.13 Define accounting terminology related to management accounting for a corporation.
- 1.14 Understand accounting concepts and practices related to management accounting for a corporation.
- 1.15 Demonstrate management accounting procedures for a corporation.
- 1.16 Define accounting terminology related to cost accounting
- 1.17 Demonstrate cost accounting procedures.
- 1.18 Define accounting terminology related to partnership accounting and accounting for not-for-profit organizations.
- 1.19 Understand accounting concepts and practices related to partnership accounting and accounting for not-for-profit organizations.
- 1.20 Demonstrate accounting procedures unique to partnerships and non-profit organizations.

### **2.0 Demonstrates interpersonal, teamwork, and leadership skills necessary to function in multicultural business settings.**

- 2.1 Uses a variety of team membership skills in different workplace settings.

2.2 Understands how to work with team members from diverse backgrounds in the workplace.

2.3 Knows how to manage conflict within the workplace.

2.4 Understands the various roles and responsibilities of a team member.

### **3.0 Develops career awareness and related skills to enable them to make viable career choices and become employable in a variety of business careers.**

3.1 Understands entry-level positions, educational requirements, and career opportunities.

3.2 Knows the various resources and support systems that are available that can assist in preparing and pursuing a career.

3.3 Understands the trends, benefits and problems of chosen career.

3.4 Knows that career success involves continuous learning.

### **4.0 Communicate effectively as writers, listeners, and speakers in social and business settings.**

4.1 Uses basic social interaction skills in professional situations.

4.2 Uses technology to communicate effectively in a business setting.

4.3 Uses a variety of customer service strategies to communicate with various business constituencies.

4.4 Uses a variety of listening skills to interact with internal and external customers.

4.5 Uses formal and informal presentation skills to convey information to others in the workplace.

4.6 Uses a variety of written communication skills to receive and convey information to others in the workplace.

### **5.0 Apply business ethics in personal and business settings.**

5.1 Understands the obligations of businesses to the government and the community.

5.2 Understands the role of ethics in the business world.

5.3 Understands ethical concepts, including integrity and confidentiality, as related to the business environment.

5.4 Understands the process of making ethical decisions.

### **6.0 Prepare to become entrepreneurs by drawing from their general understanding of all aspects of business.**

6.1 Define terminology related to forming and dissolving business organizations.

6.2 Understand the legal requirements for forming and dissolving business organizations.

6.3 Demonstrate accounting procedures for forming and liquidating various forms of business organizations.

### **7.0 Apply problem-solving strategies to all facets of business.**

7.1 Knows how to use a process to solve workplace problems and make decisions, individually and in a group.

7.2 Knows how to implement solutions to workplace problems.

7.3 Uses data gathering and analysis to confirm the results of a solution.

7.4 Uses the basic principles of logic, reasoning, and presenting an argument in a workplace setting.