

| Business Education– Coordinated Plans of Study for ND Career and Technical Education or Academic Scholarships |   |                |                                  |   |                |                                  |   |                |
|---|---|----------------|----------------------------------|---|----------------|----------------------------------|---|----------------|
| Business Management & Administration Career Cluster   |   |                |                                  |   |                | Finance Career Cluster           |   |                |
| Administrative Support  |   |                | General Management               |   |                | Accounting                       |   |                |
| Course Code   | Description                                       | No. of Credits | Course Code                      | Description                                       | No. of Credits | Course Code                      | Description                                       | No. of Credits |
| 14096   | Word Processing                                   | ¼, ½ or 1      | 14230/<br>04080                  | Business Fundamentals/<br>Principles of Marketing | ½ or 1         | 14010                            | Accounting I                                      | ½              |
| 14025   | Spreadsheets                                      | ¼ or ½         | 14231                            | Management I*                                     | ½              | 14011                            | Accounting II                                     | ½              |
| 14098   | Desktop Publishing                                | ¼, ½ or 1      | 14232                            | Management II*                                    | ½              | 14025                            | Spreadsheets                                      | ¼ or ½         |
| 14099   | Multimedia  | ½ or 1         | 14010                            | Accounting I                                      | ½              | 14012                            | Accounting III                                    | ½              |
| 14100   | Multimedia II                                     | ½ or 1         | 14011                            | Accounting II                                     | ½              | 14013                            | Accounting IV                                     | ½              |
| 14060   | Business Communication                            | ½ or 1         | 14016                            | Business Finance                                  | ½              | 14060                            | Business Communication                            | ½ or 1         |
| 14028   | Communication Technologies                        | ½ or 1         | 14111                            | Entrepreneurship                                  | ½ or 1         | 14016                            | Business Finance                                  | ½              |
| 14022   | Web Design  | ½ or 1         | 14233                            | Global Management                                 | ½              | 14014                            | Forensic Accounting                               | ½              |
| 14026   | Database  | ¼ or ½         | 14234                            | Operations Management                             | ½              | 14015                            | Entrepreneurial Accounting                        | ½              |
| 14010   | Accounting I                                      | ½              | 14090                            | Business Law                                      | ½ or 1         | 14230/<br>04080                  | Business Fundamentals/<br>Principles of Marketing | ½ or 1         |
| 14011   | Accounting II                                     | ½              | 14060                            | Business Communication                            | ½ or 1         | 14090                            | Business Law                                      | ½ or 1         |
| 14079   | Business Technology & Procedures                  | ½ or 1         | 14151                            | Economics (CTE)                                   | ¼, ½ or 1      | 14151                            | Economics (CTE)                                   | ¼, ½ or 1      |
| 14230/<br>04080   | Business Fundamentals/<br>Principles of Marketing | ½ or 1         | 14024                            | Business Computer Applications                    | ½ or 1         | 14024                            | Business Computer Applications                    | ½ or 1         |
| 14095/<br>04081   | Financial Literacy/<br>Principles of Finance      | ½ or 1/<br>½   | 14095/<br>04081                  | Financial Literacy/<br>Principles of Finance      | ½ or 1/<br>½   | 14095/<br>04081                  | Financial Literacy/<br>Principles of Finance      | ½ or 1/<br>½   |
| 14999   | Cooperative Work Experience                       | ½ to 2         | 14999                            | Cooperative Work Experience                       | ½ to 2         | 14999                            | Cooperative Work Experience                       | ½ to 2         |
| Must complete at least 2 credits  |   |                | Must complete at least 2 credits |   |                | Must complete at least 2 credits |   |                |

\*04223 Management can be used in place of 14231/2 Management I and II