

# **BUSINESS EDUCATION**

## **6<sup>TH</sup> GRADE**

### Keyboarding

- Review, Techniques, Speed and Accuracy, Posture, Shortcuts

### Computer Fundamentals

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### Google Applications

- Draw - flyers & formatting
- Docs - Business Letter & table
- Sheets - spreadsheets
- Slides - slideshow

### Coding

- Code.org: blockly (drag/drop)

## **7<sup>TH</sup> GRADE**

### Computing Fundamentals

Hardware, Software, Input, Output, Data & Storage  
Troubleshooting

### Programming

Computational Thinking  
Algorithms  
Programming Principles

### Networks & the Internet

How the Internet Works, IP Address, DNS  
Effective Websites  
Digital Citizenship  
Design a Website

### Future of Technology

Impacts of Computing  
Current Trends in Technology

## **8<sup>TH</sup> GRADE**

### Exploring the World of Business

What is 'business'? Why does business matter?

Types of Businesses

Economics: Supply/Demand, Scarcity, Opportunity Cost

Flow of Money

### Preparing for Success

- Career Clusters & Pathways
- Interest, Skills, Abilities
- Resume
- Soft Skills
- Interview

### Financial Literacy

- Income, Paychecks, Taxes
- Savings
- Checking
- Investing
- Insurance
- Credit
- Spending Habits

- Budgeting