

BUSINESS MATH

Units of Credit: Semester (.5) or Full Year (1)

CIP Code: 520311

Prerequisite: None

COURSE DESCRIPTION

This one-semester or full-year course is designed to provide the business student with a basic understanding of essential mathematical concepts, as well as the background of business information that will relate directly to jobs in the business world. Computer and ten-key calculator computational skills will be stressed.

CORE STANDARDS

STANDARD 0000-01	The student will demonstrate a knowledge of tables graphic material.
OBJECTIVES 0101	Read and interpret tables and charts (such as mileage, tax and postage).
0102	Read and interpret graphs (such as bar, broken-line, circle, pictograph).
STANDARD 0000-02	The student will demonstrate a knowledge of ratio, proportion, and percentage.
OBJECTIVES 0201	Compute discounts and markups.
0202	Solve problems involving percentage of increase and decrease.
0203	Use simple formulas to solve practical problems.
0204	Use ratio and proportion to solve problems.
0205	Determine costs (such as unit costs, total costs for lists of materials, scaled costs for receipts, budgets, financing, credit costs compared to cash, etc.).
STANDARD 0000-03	The student will demonstrate problem solving by applying mathematical principles to problems related to transportation including personal transportation and movement of goods.
OBJECTIVES 0301	Compare the costs of various modes of transportation for short and long distances.
0302	Analyze the costs involved in automobile ownership.
0303	Determine the advantages and disadvantages of owning or leasing transportation.
STANDARD 0000-04	The student will demonstrate a knowledge of income, employee benefits, required deductions, and optional deductions.
OBJECTIVES 0401	Calculate income from wages, salary, piecework, and commissions.

0402	Calculate payroll taxes and deductions.
0403	Complete personal state and federal income tax annual reports.
0404	Compare various employee benefit programs.
STANDARD 0000-05	The student will demonstrate a knowledge of budget.
OBJECTIVES 0501	Develop charts to compare monthly income and expenses.
0502	Prepare a personal budget sheet.
STANDARD 0000-06	The student will compare various methods of financial investments.
OBJECTIVES 0601	Use charts to compare savings in passbooks, certificates, stocks, and bonds.
0602	Compare income from guaranteed yield investments and variable investments.
0603	Compare simple interest, compound interest, and annual percentage rates (APR).
STANDARD 0000-07	The student will demonstrate a knowledge of financial transactions by comparing the use of checking accounts, credit cards, and charge accounts.
OBJECTIVES 0701	Analyze finance charges.
0702	Compare the various types of finance and loan charges to each other.
0703	Maintain a check register.
0704	Reconcile a bank statement.
0705	Compare purchase costs using cash, check, credit card, and charge accounts.
0706	Determine money amounts in transactions (making change, totaling bills, calculating tips, using cash registers, etc.)
STANDARD 0000-08	The students will demonstrate a knowledge of taxation by using mathematical principles to explain sales tax, utility tax, property tax, and miscellaneous taxes.
OBJECTIVES 0801	Determine the sales tax on selected purchases.
0802	Compare the property taxes in selected taxing units.
0803	Identify other miscellaneous taxes and their rates.
STANDARD 0000-09	The student will demonstrate a knowledge of selected insurance programs through comparisons related to benefits.
OBJECTIVES 0901	Compare the costs and benefits of selected life insurances.
0902	Compare the costs and benefits of selected accident insurances.
0903	Compare the costs and benefits of selected automobile insurances.

0904	Compare the costs and benefits of selected homeowner insurances.
0905	Compare the costs and benefits of selected guaranteed income insurances.
STANDARD 0000-10	The student will demonstrate a knowledge of costs of manufacturing, buying merchandise for resale, and measuring business performance.
OBJECTIVES 1001	Distribute overhead costs.
1002	Calculate a break-even analysis.
1003	Calculate purchase, trade, and series discounts.
1004	Compare costs with borrowing to obtain discounts.
1005	Compare financial data.
1006	Prepare performance reports.