



Business and Personal FINANCE

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CORRELATION TO ALABAMA COURSE OF STUDY

STANDARDS	PAGE REFERENCES
Business Finance	
Economics	
Students will:	
1. Utilize research results to analyze current events, laws, and regulations to determine their impact on the global financial market.	<p>Student Edition: <i>Exploring New Worlds</i> 247 <i>Global Financial Landscape</i> 38, 80, 106, 140, 164, 259, 702 <i>Global Investment Risk</i> 246 <i>Real-World Application</i> 27 #1</p> <p>Teacher Annotated Edition: CA 247</p>

STANDARDS	PAGE REFERENCES
<p>2. Explain costs of manufacturing related to raw materials, labor, overhead, and operating expenses.</p>	<p>Student Edition: 680, 691, 698 <i>After You Read</i> 691 <i>Before You Read</i> 680 <i>Business Week Online</i> 693 <i>Classifying costs</i> 703-704 <i>Common Cents</i> 703 <i>Costing and Pricing in Manufacturing Business</i> 701-702 <i>Document Detective</i> 706 <i>How Many? How Much?</i> 687 <i>Labor Intense</i> 705</p> <p>Teacher Annotated Edition: CA 706; CC 703; RA 691; R&A TM271 #1</p>
<p>3. Explain personnel costs incurred in a business. Examples: recruiting costs, hiring costs, training costs, fringe benefits</p>	<p>Student Edition: <i>Assessment</i> 53 #5-#6 <i>Considering a Job Offer</i> 47-50 <i>Identifying Job Opportunities</i> 43-44 <i>Keeping Accurate Records</i> 261</p> <p>Teacher Annotated Edition: SMP TM70 #6</p>
<p>4. Compare currency standards and valuations in a global economy.</p> <ul style="list-style-type: none"> Analyzing the value of the dollar over time for the factors that affect fluctuation 	<p>Student Edition: <i>Academic Connection</i> 75 <i>Economic Factors</i> 37 <i>Exploring New Worlds</i> 247 <i>Inflation</i> 139 <i>Internet Connection</i> 27 <i>Five Components of Risk</i> 244-247 <i>Go Figure</i> 245, 247 <i>Understanding Risk</i> 9</p> <p>Teacher Annotated Edition: CA 247</p>

STANDARDS	PAGE REFERENCES
Career Opportunities	
<p>5. Explain methods used by companies to screen individuals for employment or promotion.</p> <p>Examples: drug test, credit check, background check, workplace proficiency</p>	<p>This objective can be discussed in conjunction with the following references:</p> <p>Student Edition:</p> <p><i>After You Read</i> 53</p> <p><i>Applying for a Job</i> 45</p> <p><i>Assessment</i> 53 #3</p> <p><i>Long-Term Career Development</i> 50-52</p> <p><i>Stages of Career Development</i> 52</p> <p><i>Your Rights</i> 51</p> <p>Teacher Annotated Edition:</p> <p>QC TM 69 #1</p>
<p>6. Determine career and entrepreneurial opportunities, responsibilities, and educational and credentialing requirements related to business finance professions.</p>	<p>Student Edition:</p> <p>39</p> <p><i>Careers in Finance</i> 49, 69, 124, 167, 289, 359, 428, 613, 667, 701</p> <p><i>Internet Connection</i> 55</p> <p>Teacher Annotated Edition:</p> <p>TS TM95</p>
Technology	
<p>7. Use cost-efficient technologies to perform job functions in the financial industry.</p> <p>Examples: financial software, computer numeric keypad, spreadsheets, income tax software, Internet</p>	<p>Student Edition:</p> <p>64</p> <p><i>As You Read</i> 283</p> <p><i>Computerized Transactions</i> 297</p> <p><i>Real-World Application</i> 113</p> <p><i>TechByte</i> 63, 383</p> <p><i>The Internet</i> 281</p> <p><i>Figure</i> 62</p> <p><i>Your Financial Figures</i> 27 #2, 85 #2, 193 #2, 301, 407</p>

STANDARDS	PAGE REFERENCES
Accounting Procedures	
<p>8. Compare funding sources for new and expanding businesses.</p> <p>Examples: private funding, venture capital, personal loans, grants</p>	<p>Student Edition:</p> <p><i>After You Read</i> 627, 628, 629</p> <p><i>Assessment</i> 629</p> <p><i>Bank Funding</i> 618-622</p> <p><i>Document Detective</i> 615</p> <p><i>Fast Cash</i> 609</p> <p><i>Funding a Business</i> 611-612</p> <p><i>Home Sweet Home</i> 617</p> <p><i>Internet Connection</i> 631</p> <p><i>In the Real World</i> 619</p> <p><i>Personal and Private Financing</i> 616-618</p> <p><i>Standard & Poor's</i> 628</p> <p>Teacher Annotated Edition:</p> <p>CA 626; E 628</p>
<p>9. Determine the effect of the mark-up rate on the price of an item.</p>	<p>Student Edition:</p> <p>92-93, 698-700</p> <p><i>Academic Skills</i> 717</p> <p><i>As You Red</i> 700</p> <p><i>Compare Prices</i> 95</p> <p><i>Go Figure</i> 101</p> <p><i>Price Comparison</i> 100</p> <p><i>Selling Price</i> 705</p> <p><i>Timing Purchases</i> 98</p> <p>Teacher Annotated Edition:</p> <p>AS TM271; CA 700; CT 701; E TM266; M TM268; TC TM265; TS TM267</p>

STANDARDS	PAGE REFERENCES
<p>10. Apply payroll procedures to manage employee and employer payroll registers, taxes, and earnings records.</p>	<p>Student Edition: <i>Before You Read</i> 667 <i>Calculating Gross Earnings</i> 667-669 <i>Calculating Payroll Deductions</i> 669-672 <i>Employer's Payroll Taxes</i> 677-678 <i>Figure</i> 673 <i>Go Figure</i> 668-678 <i>Preparing Payroll Records</i> 672-673 <i>Recording Payroll Information</i> 675-677</p> <p>Teacher Annotated Edition: C TM259; E TM258; EA TM256; TS TM257</p>
<p>11. Appraise the value of inventory to determine production and selling costs.</p>	<p>Student Edition: <i>Careers in Finance</i> 701-703 <i>Classifying Costs</i> 703-704 <i>Costing and Pricing in a Manufacturing Business</i> 701 <i>Document Detective</i> 706 <i>Selling Price</i> 705 <i>TechByte</i> 707</p> <p>Teacher Annotated Edition: AR TM257, TM267; TC TM265</p>
<p>12. Apply basic accounting equation to assets, liabilities, and owner's equity.</p>	<p>Student Edition: <i>Assessment</i> 649 #4 <i>Document Detective</i> 643 <i>Establishing Accounts</i> 638-640 <i>Figure</i> 645, 646, 647, 648 <i>Savvy Saver</i> 673 <i>The Accounting Cycle</i> 635 <i>The Accounting Equation</i> 637-638 <i>Using the Five Steps</i> 641-642, 644-649</p> <p>Teacher Annotated Edition: IP TM251</p>

STANDARDS	PAGE REFERENCES
<p>13. Determine the impact of revenue and expenses on net income and loss.</p> <ul style="list-style-type: none"> Analyzing inflation rates to determine how they affect interest rates 	<p>Student Edition: <i>Assessment 659</i> <i>Cash Flow Statement: Income Versus Expenses 70-72</i> <i>Figure 70, 72, 651, 652</i> <i>Financial Statements 650-656</i> <i>Go Figure 71</i></p> <p>Teacher Annotated Edition: M TM251</p>
<p>14. Interpret balance sheets and income statements to determine standard financial ratios.</p> <p>Examples: inventory turnover, average collection period, fixed-asset turnover, total assets turnover, return on total assets, return on equity</p>	<p>Student Edition: <i>Analyzing the Balance Sheet 655</i> <i>Analyzing the Income Statement 652-653</i> <i>Expert Advice 72</i> <i>Figure 651, 652, 654, 655</i></p> <p>Teacher Annotated Edition: CA 72; E TM251; E 654</p>
<p>15. Demonstrate accounting procedures for preparing balance sheets and income statements.</p>	<p>Student Edition: <i>Assessment 659 #1-#2</i> <i>Income Statement 650-652</i> <i>The Balance Sheet 654</i></p> <p>Teacher Annotated Edition: IP TM251</p>
Transportation Cost	
<p>16. Compare logistical costs of ground, air, and water shipping.</p>	<p>This objective may be included with the following references:</p> <p>Student Edition: <i>Merchandise Pricing and Costing 698-708</i></p>

STANDARDS	PAGE REFERENCES
Statistics	
17. Analyze statistical data to determine mean, mode, median, frequency, and probability.	Student Edition: <i>Appendix 736-737</i> <i>Average Inventory 689</i> <i>Go Figure 689</i>
18. Interpret statistical data related to finance using bar, line, and circle graphs.	Student Edition: <i>Appendix 742-743</i> <i>Figure 155, 481, 482</i>
19. Critique various customer payment methods and the impact of each to determine effective business practices. Examples: credit card, debit card, cash	Student Edition: 126-127, 155-156 <i>Credit Payments 153</i> <i>Critical Thinking 160</i> <i>Decide on Cash or Credit 96</i> <i>Figure 160</i> <i>Plastic Payment 126</i> Teacher Annotated Edition: E TM94; R TM106; R&A TM112 #1; TS TM105
Management	
20. Utilize management and financial skills to develop a business plan.	Student Edition: <i>Aiming For Goals 553</i> <i>Developing a Business Plan 550-559</i> <i>Figure 551, 557, 558</i> <i>Marketing Sells 554</i> <i>Product research 559</i> <i>TechByte 558</i> Teacher Annotated Edition: CA 553, 559; CT 552