



0316

ENTREPRENEURSHIP STRAND:
BUSINESS MANAGEMENT (12)

40S/40E/40M

An Applied Commerce Education Course

0316: ENTREPRENEURSHIP STRAND: BUSINESS MANAGEMENT (12) 40S/40E/40M

Course Description

Business Management focuses on developing skills in planning, leading, organizing, controlling, and staffing. Students will study various management styles and participate in activities related to human resources, inventory, finance, and project management. This course is designed for students interested in furthering their knowledge of management strategies used in various settings and furthering their knowledge of business ownership.

Goal 1: Demonstrate critical, creative, and innovative thinking.

GLO 1.1: Describe critical, creative, and innovative thinking.

- SLO 12.1.1.1: Formulate questions to generate new ideas.
- SLO 12.1.1.2: Assess information and perspectives related to the thinking process.
- SLO 12.1.1.3: Assess patterns and connections related to critical, creative, and innovative thinking.

Goal 2: Employ current and emerging technologies used in business and industry.

GLO 2.1: Employ current and emerging technologies used in business and industry.

- SLO 12.2.1.1: Evaluate appropriate current technologies for use in business and industry.
- SLO 12.2.1.2: Utilize appropriate current technologies used in business and industry.
- SLO 12.2.1.3: Identify and use technology for specific tasks to improve productivity and efficiency.
- SLO 12.2.1.4: Evaluate the utility of emerging trends in technology.

GLO 2.2: Demonstrate awareness of digital footprints.

- SLO 12.2.2.1: Analyze the impact of one's own digital footprint.
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Goal 3: Demonstrate business communication skills.

GLO 3.1: Demonstrate business communication skills.

- SLO 12.3.1.1: Define and use appropriate business language and terminology.
- SLO 12.3.1.2: Demonstrate appropriate business etiquette and protocols.
- SLO 12.3.1.3: Employ conflict resolution techniques.
- SLO 12.3.1.4: Produce business documents.
- SLO 12.3.1.5: Present information and ideas.

Goal 4: Demonstrate an understanding of ethical and legal standards.

GLO 4.1: Demonstrate an understanding of ethical and legal standards.

- SLO 12.4.1.1: Differentiate between ethics and legal business practices.
- SLO 12.4.1.2: Discuss ethical business strategies.
- SLO 12.4.1.3: Discuss laws, codes, and regulations related to business management.

Goal 5: Identify historical influences and emerging trends as innovative sources for business.

GLO 5.1: Identify historical influences as innovative sources for business.

- SLO 12.5.1.1: Describe historical influences on the evolution of business management.

GLO 5.2: Analyze emerging trends in business.

- SLO 12.5.2.1: Identify emerging trends in business management.
 - SLO 12.5.2.2: Analyze emerging trends in business management.
 - SLO 12.5.2.3: Predict future trends in business management.
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Goal 6: Demonstrate awareness of sustainability in business.

GLO 6.1: Demonstrate awareness of sustainability in business.

- SLO 12.6.1.1: Demonstrate human sustainability practices while considering financial and environmental sustainability.
- SLO 12.6.1.2: Demonstrate sustainable environmental practices while considering human and financial sustainability.
- SLO 12.6.1.3: Demonstrate sustainable financial practices while considering human and environmental sustainability.

Goal 7: Demonstrate an understanding of the impact culture and diversity have on business.

GLO 7.1: Demonstrate an understanding of the impact culture and diversity have on business.

- SLO 12.7.1.1: Reflect on how culture impacts business decisions, which may include
- short- and long-term goals
 - values
 - lifestyle
 - family structure
 - demographics
- SLO 12.7.1.2: Examine First Nations, Métis, and Inuit perspectives and how they relate to business.

Goal 8: Describe and demonstrate employability skills.

GLO 8.1: Describe and demonstrate employability skills.

- SLO 12.8.1.1: Demonstrate an ability to read and write text, use documents, work with numbers, communicate orally, use technology, learn continuously, and think critically.
- SLO 12.8.1.2: Demonstrate positive attitude and behaviours, responsibility, adaptability, and safe work practices.
- SLO 12.8.1.3: Demonstrate time management and punctuality.
- SLO 12.8.1.4: Demonstrate the ability to work with others and participate in projects and tasks.
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Goal 9: Explore education and career opportunities.

GLO 9.1: Explore education and career opportunities.

SLO 12.9.1.1: Explore education and career opportunities related to business management.

Goal 10: Analyze the role of business in society.

GLO 10.1: Analyze the role of business in society.

SLO 12.10.1.1: Analyze the role of business management.

Goal 11: Demonstrate an understanding of entrepreneurship and venture development.

Goal 11 applies to 0319: Entrepreneurship (10) and 0237: Venture Development (11).

Goal 12: Demonstrate an understanding of leadership and management skills.

GLO 12.1: Demonstrate an understanding of management.

SLO 12.12.1.1: Explain the role of management in business.

SLO 12.12.1.2: Compare and contrast various levels of management, which may include

- lower
- middle
- upper

SLO 12.12.1.3: Differentiate between the various organizational structures.

SLO 12.12.1.4: Identify management skills, which may include

- communicating
- planning
- decision making

SLO 12.12.1.5: Identify the primary functions of management, which may include

- planning
 - organizing
 - leading
 - controlling
 - human resources
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GLO 12.2: Demonstrate an understanding of the planning function.

SLO 12.12.2.1: Identify the purpose of the planning function.

SLO 12.12.2.2: Differentiate between an objective, a strategy, and a tactic.

SLO 12.12.2.3: Compare and contrast operational plans and strategic plans.

SLO 12.12.2.4: Use business plans and planning models to guide the planning process as follows:

- diagnosis of past and present performances
- SWOT Analysis (strengths, weaknesses, opportunities, and threats)
- Boston Consulting Group matrix
- Ansoff matrix

SLO 12.12.2.5: Analyze the value of an opportunity for feasibility and growth.

SLO 12.12.2.6: Evaluate and assess the industry's current and future outlook.

GLO 12.3: Demonstrate an understanding of the organizing function.

SLO 12.12.3.1: Identify the purpose of the organizing function.

SLO 12.12.3.2: Explain the purpose for delegating authority and responsibility.

SLO 12.12.3.3: Compare and contrast organizational structures, which may include

- line
- matrix
- team

SLO 12.12.3.4: Evaluate factors affecting organizational structures, which may include

- product
- business size
- technology
- personnel change

SLO 2.12.3.5: Evaluate business decisions and their affect on the organizational structure, which may include

- downsizing
 - acquisitions
 - outsourcing
 - mergers
 - takeovers
 - expansion
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GLO 12.4: Demonstrate an understanding of the leading function.

SLO 12.12.4.1: Identify the purpose of the leading function.

SLO 12.12.4.2: Identify leadership characteristics and skills of effective managers.

SLO 12.12.4.3: Assess the place of leadership roles, which may include

- CEO
- committees
- board of directors
- formal vs. informal

SLO 12.12.4.4: Differentiate between various leadership styles, which may include

- autocratic
- democratic
- laissez-faire

SLO 12.12.4.5: Implement a leadership style that fosters a productive and healthy work environment.

GLO 12.5: Demonstrate an understanding of the controlling function.

SLO 12.12.5.1: Identify the purpose of the controlling function.

SLO 12.12.5.2: Evaluate the various management controls, which may include

- input controls
- process controls
- output controls

SLO 12.12.5.3: Evaluate various methods of operation controls, which may include

- costs
- inventory
- quality

SLO 12.12.5.4: Implement the five-stage controlling process as follows:

- identify areas that need to be controlled
 - set performance standards
 - measure performance
 - compare actual performance to set standards
 - take corrective action, if necessary
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GLO 12.6: Demonstrate an understanding of the human resource function.

SLO 12.12.6.1: Identify the purpose of the human resource function.

SLO 12.12.6.2: Develop and implement policies for managing human resources, which may include

- hiring
- performance evaluations
- termination
- staffing and scheduling
- employee conduct
- training and development

SLO 12.12.6.3: Establish policies that adhere to legal considerations related to the workplace as follows:

- union and labour laws
- employment standards
- workplace health and safety

SLO 12.12.6.4: Evaluate motivation theories used by managers to motivate employees, which may include

- Maslow's Hierarchy
 - reinforcement theory
 - Herzberg's motivation-maintenance model
 - theory X
 - theory Y
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GLO 12.7: Apply management principles and concepts to a management scenario.

SLO 12.12.7.1: Prove effective project management skills, which may include

- essential task or question understanding
- goal and target setting
- time management
- resource management

SLO 12.12.7.2: Apply management principles and concepts to a management scenario, which may include

- school store (physical or virtual)
 - credit union
 - pop-up store
 - simulations
 - school event or activity
 - community event or partnership
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