

North Toronto Business Department

PLANNING YOUR PROGRAMME

INFORMATION FOR STUDENTS CURRENTLY IN GRADE 9, 10, and 11

The Business Department of North Toronto is a small, but growing group of dedicated teachers and interesting and practical courses. More and more students are recognizing the value of becoming business literate. Students are told that, despite the fact that many will not go into a career in business, (although a greater and greater number are) all will be earning an income, will have to engage in financial planning, will have a computer and should be able to use it proficiently, and should be able to understand what is happening in the economic world around them. Students are finding the business department courses are developing into a key cog in their educational preparation.

In addition to specific subject-oriented business skills, students will attain skills in the following areas:

<ul style="list-style-type: none">• on-line research skills• writing formal business, and professional business letters• writing formal business reports• on site research gathering skills• library skills• oral presentation skills augmented with Powerpoint skills and presentation techniques	<ul style="list-style-type: none">• understanding balance sheets and financial tables and information• understanding global capital markets• understanding the concept of wealth creation, saving, and investing• critical thinking skills• evaluating legal and ethic business issues.• creating and designing web pages
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... and the courses are fun!!!

According to the Ministry of Education, for a student to graduate from an Ontario high school with their OSSD, they must have:

***1 of: a business studies credit
or an additional credit in health and physical education
or an additional credit in the arts***

In other words, taking senior business courses is an astute way of working your way toward your Ontario Secondary School Diploma.

In the not too distant future, it will be time to select courses for next year. To help you in this process, we have created a chart to make you aware of the choices that are available to you, and the prerequisites that are needed for you to be able to take some senior level business offerings. We hope that this proves to be a valuable resource as you plan your high school career.

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What courses are offered within the business department, or are business-oriented in other departments? The following chart should educate you on the opportunities that exist for a robust business education at North Toronto C.I.

Grade	Course	Description	Prerequisite
9	BTT1O1	Information and Communication Technology	None
10	BBI2O1	Introduction to Business	None
11	BAF3M1	Financial Accounting Fundamentals	None, but BBI2O1 suggested
12	BAT4M1	Financial Accounting Principals	BAF3M1

Business-based courses which exist in other departments (History)

Grade	Course	Description	Prerequisite
11	CIE3M	The Individual and the Economy	CHC2D
12	CIA4U	Analyzing Current Economic Issues	None, but CIE3M suggested

COURSE DESCRIPTIONS FROM THE ONTARIO CURRICULUM

BTT1O1 – GR.9 - INFORMATION AND COMMUNICATIONS TECHNOLOGY

This course introduces students to information and communication technology in a business environment and builds a foundation of digital literacy skills necessary for success in a technologically driven society. Students will develop word processing, spreadsheet, database, desktop publishing, presentation software, and website design skills. Throughout the course, there is an emphasis on digital literacy, effective electronic research and communication skills, and current issues related to the impact of information and communication technology.

BBI2O1 – GR.10 – INTRODUCTION TO BUSINESS

This course introduces students to the world of business. Students will develop an understanding of the functions of business, including accounting, marketing, information technology, human resources, and production, and of the importance of ethics and social responsibility. This course builds a foundation for further studies in business and helps students develop the business knowledge and skills they will need in their every day lives.

BAF3M1 – GR.11 – FINANCIAL ACCOUNTING PRINCIPLES

This course introduces students to the fundamental principles and procedures of accounting. Students will develop financial analysis and decision-making skills that will assist them in future studies and/or career opportunities in business. Students will acquire an understanding of accounting for a service and a merchandising business, computerized accounting, financial analysis, and current issues and ethics in accounting.

BAT4M1 – GR.12 – FINANCIAL ACCOUNTING PRINCIPALS

This course introduces students to advanced accounting principles that will prepare them for postsecondary studies in business. Students will learn about financial statements for various forms of business ownership and how those statements are interpreted in making business decisions. This course further develops accounting methods for assets and introduces accounting for partnerships, corporations, and sources of financing.

CIE3M – GR.11 – THE INDIVIDUAL AND THE ECONOMY

This course explores economic concepts relating to the Canadian economic system, which will help students make informed decisions about how to use resources to satisfy wants and needs. Students use economic concepts and models, as well as methods of economic inquiry, to analyse the choices they make during their lives as consumers, contributors, and citizens in a mixed economy. The University/College Preparation course equips students with the knowledge and skills they need to meet the entrance requirements in specific programs offered at universities and colleges.

CIA4U – GR.12 – ANALYSING CURRENT ECONOMIC ISSUES

This course explores the choices that individuals and societies make about the use of resources in a competitive global economy. Students will use economic concepts and models, as well as methods of economic inquiry, to analyse current economic issues and make informed economic choices based on their analysis.

Applying economic concepts, models, and methods of inquiry to examine current economic issues provides students with an opportunity to develop thinking, inquiry, and communications skills. This course better equips students for further study of economics at the university or college level.

FREQUENTLY ASKED QUESTIONS

If I want to take a (University Preparation) Economics or a (University Preparation) Accounting in my Grade 12 year, what subjects MUST I take before the Grade 12 level?

In order to take the Gr.12 Economics Course (CIA4U) you MUST have successfully completed Grade 10 Canadian History. The North Toronto History Department STRONGLY recommends that you take the Grade 11 Economics course as preparation for the Grade 12 course. The stronger your background in this discipline, the more successful you will be in your grade 12, university preparation year.

In order to take the Gr.12 Accounting Course (BAT4M) you MUST have successfully completed the Gr.11 Accounting course. There are no exceptions. We also highly recommend that students who desire to take senior (Gr.11 or Gr.12) Accounting take the Grade 10 Introduction to Business course.

Should I take Gr. 10 Introduction to Business if I plan on taking Economics and Accounting in my senior years?

DEFINITELY!!! You'll build a stronger business acumen and understanding of the world of business, and most important, an expanded and thoroughly developed skill base in business if you do. This will only help you as you reach the all-important Gr.12 university preparation level.

Is it possible for a Grade 11 student to take a Grade 12 course in History or Business?

First, check that you have the prerequisite(s). In theory, it is possible, but it is discouraged at North Toronto. To be able to take Grade 12 Accounting for example, you MUST have taken Grade 11 Accounting, so making a move directly from Gr.10 into this course is not possible. A caveat is that some students can take this in summer school between their Gr.10 and 11 year, making a move into Gr. 12 Accounting in their third year.

Attempting Grade 12 Economics in Grade 11 is not a wise decision. What the N.T. History Department strongly recommends is that you take a history or economics in Grade 11 and THEN take the Grade 12 university preparation Economics. So, in Grade 11, select the History of the Modern World to 1600 (CHW 3M), American History (CHA 3U) or Introduction to Anthropology, Psychology and Sociology (HSP 3M) or Economics (CIE 3M). With this knowledge and skill background, you will achieve much greater success in your final year of high school.

If you want more information, please talk to us. We'll be happy to answer your questions. You'll find us in Rm.211 or in our classrooms.

Mr. Taylor – Gr. 12 Economics (CIA4U), Gr. 9 Business (BTT1O)

Mr. Kruszynsky – Gr. 12 Economics (CIA4U), Gr.10 Business (BBI2O), Gr. 11 Accounting (BAF3M)

Ms. Adams – Gr. 12 Accounting (BAT4M), Gr.9 Business (BTT1O), Gr.11 Accounting (BAF3M)