**Principles of Business and Finance**

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**SYLLABUS**

Principles of Business and Finance Course Leesville Rd. High School

Prerequisite: None Ms. Blount – Instructor

Period: 1st Rm.# 136

 Office Hours: 4th Period

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**Requirements:**

*All students are required to have the following each day for class:*

1. Sharpened pencil and / or pen (erasable).
2. 2" 3- ring binder with notebook paper and dividers (4).
3. Flash drive for saving student projects (may use one that is also being used for another class).
4. Signed Internet Permission form.

**Class Rules:**

* We will follow all school rules.
* We will follow all Wake County School Rules.
* Students will be in assigned seat before the bell rings.
* No food or drink allowed in the class.
* Cell phones and ipods, etc, should not be seen or heard without approval
* RESPECT yourself and others!
* Prioritize – work first! / Begin with the end in mind!!
* QUESTION anything you do not understand!
* Assume RESPONSIBILITY for your actions!
* SHARE classroom resources and take care of them.
* **No inappropriate internet use or downloads.**
* **Cheating results in zeroes!**

**Grading Procedure/Policy:**

* All work must be turned in on time unless some prior arrangement is made.
* Students who are absent have three (3) days to make up assignments. Students missing a test will be expected to attend SmartLunch for the makeup exam with 3 days.
* Progress reports will be issued every 2 weeks of the grading period and must be returned signed by the parent. **It is recorded online!!**
* Students are required to take the CTE EOC at the end of the course. This exam counts as 25% of the total course grade. There is no exemptions. There are no exemptions for this course.

**Grading Scale:**

* 100 – 90 = A
* 89 – 80 = B
* 79 – 70 = C
* 69 – 60 = D
* 59 or less Failure

***Grading Weights:***

* Tests/Quizzes/Assessments 70%
* Homework/Classwork 20%
* Notebook 10%