



- Level 1** 9th - Business Information Management I

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- Level 2** 10th - Business Information Management II  
11th - Virtual Business

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- Level 3** 11th - Global Business  
12th - Business Management

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- Level 4** NONE


HIGH SCHOOL/INDUSTRY CERTIFICATION	CERTIFICATE / LICENSE*	ASSOCIATE'S DEGREE	BACHELOR'S DEGREE	MASTER'S/DOCTORAL PROFESSIONAL DEGREE
Microsoft Office Specialist or Expert- Excel	Certified Records Manager	Business Administration	Business Administration	Business Administration
Microsoft Office Specialist or Expert - Word	Certified Facility Manager	Business/Commerce	Business/Commerce	Business Management

Occupations	Median Wage	Annual Openings	% Growth
Administrative Service Managers	\$96,138	2,277	21%
Management Analysts	\$87,651	4,706	32%
General and Operations Managers	\$107,640	18,679	20%
Operations Research Analysts	\$78,083	1,128	38%
Supervisors of Administrative Support Workers	\$57,616	14,982	20%

Additional industry-based certification information is available on the TEA CTE website. For more information on postsecondary options for this program of study, visit TXCTE.org.

WORK BASED LEARNING AND EXPANDED LEARNING OPPORTUNITIES	
<b>Exploration Activities:</b> Business Professional of America (BPA), Future Business Leaders of America (FBLA), and DECA	<b>Work Based Learning Activities:</b> Internship with local business or chamber of commerce

The Business Management program of study teaches CTE learners how to plan, direct, and coordinate the administrative services and operations of an organization. Through this program of study, students will learn the skills necessary to formulate policies, manage daily operations, and allocate the use of materials and human resources. This program of study will also introduce students to mathematical modeling tools and organizational evaluation methods

 The Business, Marketing, and Finance Career Cluster focuses on careers in planning, organizing, directing, and evaluating business functions essential to efficient and productive business operations.

Successful completion of the Business Management program of study will fulfill requirements of the Business and Industry Endorsement. Revised - July 2020



# COURSE INFORMATION

COURSE NAME	SERVICE ID	PREREQUISITS (PREQ) COREQUISITES (CREQ)	Grade
Business Information Management I	13011400 (1 credit)	None	9-12
Business Information Management II	13011500 (1 credit)	PREQ: Business Information Management I	10-12
Virtual Business	13012000 (.5 credit)	None	10-12
Global Business	13011800 (.5 credit)	None	10-12
Business Management	13012100 (1 credit)	None	10-12

FOR ADDITIONAL INFORMATION ON THE BUSINESS, MARKETING, AND FINANCE CAREER CLUSTER, PLEASE CONTACT:  
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<https://tea.texas.gov/cte>