

Business & Information Technology Courses

@ Grandview Heights Secondary

Course information handout

Applied Skills For The Future

Explore
Learn new things
Prepare for Post-Secondary

Accounting 11

Accounting is the backbone of any business. Learn how businesses manage their money. This is an introduction level to accounting.

- Basic bookkeeping using Excel.
- Accounting cycle.
- Accounting equation.
- Recording transactions.
- Introducing financial statements.
- Building trial balance, balance sheet and income statements.



Accounting 12

This is a continuation from Accounting 11. Students are recommended to take this course if they plan to study Accounting at post secondary.

- Advanced transactions and financial statements.
- Building inventory systems and controls.
- Specialized accounting journals.
- Account reconciliation and adjustments.
- Completing the accounting cycle.
- Using Excel, Simply Accounting or Quick Books.

Economics 12

- What is Economics and how does it affect us all?
- Introduction to Microeconomics and Macroeconomics.
- Economic principles for individual decision making.
- Introduction to demand and supply curves.
- Economic indicators and measures of gross domestic product.
- Government policies.
- Money market.
- Canadian banking system.
- This course satisfies some post-secondary requirements.

Financial Accounting 12

- This course is intended for students who want to pursue post-secondary studies in a business program at universities or colleges
- Students are able to explore the world of finance.
- The course will provide some of the foundations for financial accounting, helping to not only understand a business' financial statements but also to use the financial information to analyze and assess the strengths and weaknesses of a business.
- Key concepts learned will include working capital, classifications of assets and liabilities, financial ratios, and industry standards. This will help the student to assess the short and long term health of a business, and develop powerful analytical, decision-making, and communication skills for use in their post-secondary programs and business careers.

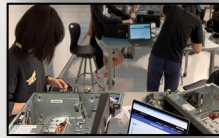


Information & Communication Technology

Information Technology 9

Students will learn:

- Graphics design and Desktop Publishing.
- Introduction to programming and game coding.
- Web development and design theories.
- Video production and photography.
- Introduction to animation & 3D printing.
- Spreadsheets and databases for business.
- Exploring mobile and internet applications.



Computer Studies 10

Students will enhance their computer skills working with computer hardware, software and IOS apps. Working safely within Social Media platforms is explored. Students will learn copyright regulations, document sharing tools, and online presentation tools will assist them in their studies. Improvements will be noticed with advanced Internet searching skills, Prezi, SlideSpeech, and advanced Spreadsheet knowledge. Introduction to programming will be covered as well as learning of web design principles. Students will experience clay animation by using video editing software (Adobe Premiere, Adobe Animate, Adobe After Effects).

Digital Media Development 12

Video Production - offered to grade 11 & 12

This course will provide students with an introduction to the world of digital media technology. This will be a hands-on project-based program that will deal with the theoretical and practical elements involved with the production of 2D, 3D graphics, and digital audio and video. Students will be experimenting, creating, designing and producing projects within the vast field of media technology.

This course will address the principles, concepts and use of technology as a form of communication all based within the context of media development and design. Students will develop skills and be confident users of software applications, visual and audio editing, and video production. There will be group projects as well as individual projects to encourage students to be independent thinkers as well as cooperative team learners.

Computer Programming 11

This course is an introduction to programming allowing students to explore and see if programming is something they can pursue in post-secondary. Students will learn the fundamental concepts and terminology of software application development and develop skills in designing and writing simple computer programs. The course covers:

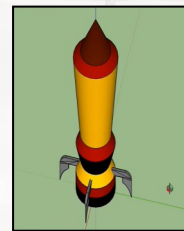
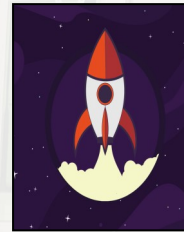
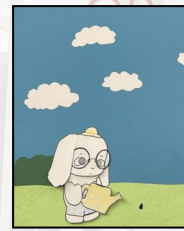
- Programming concepts and terminology.
- Read, trace and understand simple code.
- Write, test, and debug code to solve a simple problem.
- Building blocks of programming using Python.
- Create simple Python applications.
- Design Graphical User Interface.



Media Arts 9

Students will learn:

- Media technologies for image development and design.
- Techniques for organizing ideas to structure stories or information and to create points of view in images.
- Media production skills - photography and video.
- Digital art and design - Abstract, portraits, logos.
- Animation character drawing and design using free hand and computer assisted technology.
- Understand complex tasks that require different technologies and tools at different stages.



Animation 10

This course is designed as an intermediate course in animation. Students will study the personal, social, cultural and historical significance of graphic communications and create work that reflects an understanding of these contexts. They will learn the elements and principles of design and demonstrate their knowledge through both practical and written work. Students will use a variety of software to create their animations, demonstrating their knowledge of storyboarding, computer graphics and modeling, scriptwriting, character development, set design and the principles of cinematography. Students will reflect on their own work and learn to critique the work of others. The course will culminate in a project that demonstrates their understanding of the principles of animation. Students will learn about stop-motion animation, hand-drawn animation, animation theory and history, 2D animation using Adobe Animate CC.



Animation 11/12 - Media Design

Does "taking notes" in class mean constantly doodling and daydreaming about far-away fantasy worlds and colourful characters? Imagine creating characters and worlds as fantastic as your own imagination, and then bringing them to life. This hands-on course will introduce students to the art and mechanics of animation. Students will learn about hand-drawn animation, animation theory, 2D animation using Adobe Animate CC and 3D animation and modelling.

Computer Programming 12

Computer programming 12 is a continuation of computer programming 11, covering topics such as data types, conditionals, arrays, loops, functions, algorithms and recursion etc. Many of the topics will be covered in the first two months of university, giving the student an advantage when first entering Computer Science.

This course covers primarily Python, giving students some insight into the skills and common language sets for computer programming and game development. The course introduces programming using a graphics based library. All the lessons are available online which allows students to work at their own pace and is a project-based course with an emphasis on problem solving and creativity. This is a good preparation course for post-secondary education in computer programming or computer science.



Business Courses

Marketing & Entrepreneurship 9

Have you had an interest in starting up your own business? Learn about all the key facets of starting up and running a small business. Topics to be covered include determining products and/or services for your customers, doing research for store location, store design and layout. Students will learn promotional advertising, selling techniques, and keeping track of the businesses' money. This course is enhanced with field trips, guest speakers, simulation games, and involvement with the business community.

This course is a must for students wanting to go into the business field and exploring all aspects of business so they may choose suitable courses at a senior level or higher education.



Marketing & Promotion 11

From design, production to market; you will learn advanced marketing strategies and selling techniques. Marketing and Promotion 11 gives students both fundamental business skills and practical work experience - both valuable tools needed to succeed in today's business world. This course provides an in-depth look into marketing and the retail world so students can learn to be wise consumers and savvy advertisers.

Students will learn the fundamentals needed to market their own retail business while covering topics such as consumerism, 4 P's of marketing, target markets, positioning and branding, trademarks and logos, surveys and data mining, public Page 18 relations, advertising, and merchandising. At the same time, students will gain practical hands-on experience with a business, giving them a competitive advantage over their peers.



Marketing & Entrepreneurship 10

This course is a continuation from Entrepreneurship & Marketing 9. Students will learn applied marketing concepts and theories using real business cases and scenarios.

This is a hands-on project-based course where students gain experiential learning from their own design and marketing strategies. Students will look at market demands, product designs, manufacturing, sales and distribution. This course is a good preparation for students taking senior business courses.



Entrepreneurship 12

Thinking about starting your own business in the future? Learn about the benefits and challenges of owning your own business.

All businesses begin with an idea. Entrepreneurs identify and explore opportunities, research the ideas, locate and organize resources, and begin to turn the idea into a reality. Entrepreneurship 12 helps students gain an understanding of the entrepreneurial spirit in the context of starting a small business. Topics include characteristics of an entrepreneur, types of businesses and ownerships, basics of marketing, trademarks and logos, laws and regulations, retail details, staffing and scheduling, franchises, and development of a business plan. Small businesses are the driving force behind Canada's economy. Entrepreneurship 12 provides students with the opportunity to learn valuable business skills and the essentials of a business plan, based on experiential learning and scenarios.

