

Computer Tech II

Financial Management

➔ Class Expectations

Mrs. Cleary
2018-2019

Contact Me

- 1 clearyweb.edzone.net
- 2 jcleary@clare.k12.mi.us
- 3 989.386.7789 ext. 2333

Class Description

This course is designed to prepare you for life-long financial skills by increasing awareness of the issues of credit, investments, comparative buying, and mechanisms for saving. This includes planning, budgeting, investing, saving options, as well as money management analysis. Students will design personal and household budgets, simulate use of checking and savings accounts, demonstrate knowledge of finance, debt, and credit management, evaluate and understand insurance and taxes.

Students will also learn how to start a business using marketing concepts, financial principles, conducting research, and organizing and developing a plan to promote the products and/or services. The course builds a foundation for further studies in business and helps students develop the business knowledge and skills they will need in their everyday lives.

Preparation 3

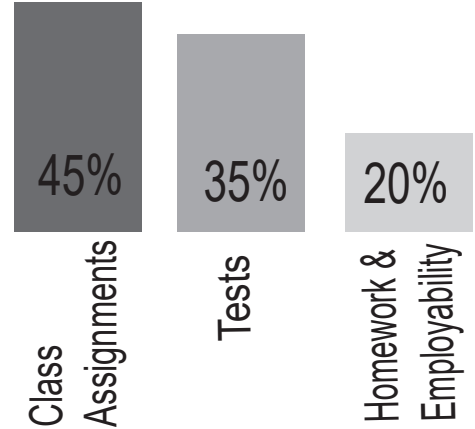
- 1 Come prepared to class with your binder, writing utensils & other supplies.
- 2 Log on to computer and check class website to start working on bell ringers immediately.
- 3 Work should be turned in on its due date. Late work will lose points (50%). NO late homework will be accepted!

Portfolios

All students will create a class portfolio which will include a summary of each unit.

Check PowerSchool everyday!

Grades



Grading Scale	Grading Scale		
	Score	Score	Grade
	100	93	A
	92	90	A-
	89	87	B+
	86	83	B
	82	80	B-
	79	77	C+
	76	73	C
	73	70	C-
	69	67	D+
	66	63	D
	62	60	D-
	59	50	F

Absentee Policy

- 1 Yes, we did something while you were absent. It is your responsibility to check the website the day you return. Check the **WHITE BINDER** for any handouts.
- 2 You have **ONE DAY** for each day you were absent to make up missed work. After that, any missing assignments will be accepted with a late penalty (50%).
- 3 Any assignment you are absent for will be entered as a **ZERO** until it is turn in.

Rules & Expectations

This class is structured much like an actual business environment. Therefore, you should treat all expectations as a criteria for evaluation of your performance as an employee. In this class, you are expected to:

1. Come to class on time every day. Good employees are rarely late for work and are usually early!
2. Redo work when it is not perfect. If you are typing a letter at work, you would not send it with errors! Therefore, all business assignments must be done correctly.
3. Begin working as soon as you arrive each day. Don't wait until attendance is taken. Make good use of your time.
4. Do not use internet or electronic mail without permission. You don't get to surf the net during free time at work. You will receive ample time to check your grades, e-mail, etc.
5. Take good care of computer/technology equipment. Be sure to follow the technology guidelines.
6. Have a good attitude. Please don't let a bad day make you a bad person to be around.
7. Follow all regular classroom rules as shown on the "Rules" video.

Homework

Homework is usually given on Monday and is due the following Wednesday. Homework is due at the beginning of the hour on the due date.

The Late Pass "Ticket" must be stapled to the top of the late assignment. This ticket can only be used one day past the deadline AND if the assignment has not been graded and returned to students.



Because Nice Matters!

Please sign & return

I have received and read the Class Expectations from Mrs. Cleary for this school year.

Student Name

Parent/Guardian Name

Student Signature

Parent/Guardian Signature