

CTE Course Description and Standards Crosswalk

Course Information

Course Name	Personal Finance
Course Number	83250
Number of High School Credits	.5
Sequence or CTEPS (You must first have the Sequence or CTEPS entered into the EED-CTE system.)	Accounting, Animal Science, Automotive Technology, Entrepreneurship, Horticulture, Lodging Management, Logistics, Office Specialist, Travel Coordinator, Web Design/Graphic Artist
Date of district Course Revision	February 2014

Career & Technical Student Organization (CTSO)

CTSO embedded in this sequence	BPA
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Occupational Standards

Source of Occupational Standards	National Business Education Association Standards
Names/Numbers of Occupational Standards	Business Law (BL), Career Development (CD), Entrepreneurship (EN), Information Technology (IT), Management (M), Personal Finance (PF)

Registration Information

Course Description (brief paragraph – as shown in your student handbook or course list)	Personal Finance is designed to help students prepare for real-world financial decisions. Basic math skills will be used in computing payroll, federal taxes, budgets, credit, and banking. Also included are decision-making skills when choosing housing, automobiles, insurance, and investments. Students will begin by exploring general occupational clusters and then narrowing their focus to match their personal aptitudes and interests. Recommended for juniors and seniors.
Instructional Topic Headings (please separate each heading by a semi-colon)	Employment Portfolio; Budgeting; Consumer Rights and Responsibilities; Banking Services; Financial Planning; Encourage Career and Technical Student Organization (CTSO) Involvement; Entrepreneurship; Safety; Ethics

Summative Assessments and Standards

Technical Skills Assessment (TSA)	No
Course addresses:	
New Alaska ELA and Math Standards	Yes
Alaska Cultural Standards	Yes
All Aspects of Industry (AAI)	Yes
Core Technical Standards	Yes
Employability Standards	Yes

Employability Standards

Source of Employability Standards	State of Alaska
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Tech Prep

Current Tech Prep Articulation Agreement? (Y/N)	Yes
Date of Current Agreement	May 2013
Postsecondary Institution Name	UAA- Mat-Su College
Postsecondary Course Name	Personal Finance
Postsecondary Course Number	BA A131
# of Postsecondary Credits	3

DISTRICT NAME: Mat-Su Borough School District

Source/Organization /Agency	Acronym	Website or Location of Information	Section, Chapters, etc. referenced in Performance Standards	Date of Edition or Version
National Business Education Assoc	NBEA	www.nbea.org	Personal Finance Career Development Business Law Entrepreneurship Information Technology	2013

Additional CTE Course Information

Author	
Course developed by	Revised by Todd Hopkins and Jeanette Perdue
Course adapted from	Personal Finance
Date of previous course revision	May 2008
Course Delivery Model	
Is the course brokered through another institution or agency? (Y/N)	No

Standards Alignment

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standard	Common Technical Core Standards	New Alaska ENG/LA Standards	New Alaska Math Standards	Alaska Cultural Standards	Employability/ Career Readiness Standards	All Aspects of Industry/ Systems	Assessment
Complete a checking simulation.	PF-VI	FN.1,2,3,9,	L.9-12.4 L.9-12.6	N-Q.1-3	B2,4	A2,5	Technical Skills Finance	Hands-on Banking
Create an employment packet.	CD-V	FN-ACT.4 FN-BNK.6	WHST.9-12.4		B2,4	A1,2,3,4,5,7 B1,2,3,4,5	Technical Skills Work Habits Labor	BPA Skills Assessment AKCIS
Create and analyze personal budgets.	PF-III	FN.1,2,4,9,12	RST.9-12.7-9	N-Q1 A-CED.1 A-CED.4 S-IC.6 S-ID.1	B2,4	A2,5	Finance Technical Skills Technology	Common Assessment
Evaluate and create a variety of financial plans.	PF-III PF-IV PF-VI-VIII	FN.1,2,4,9,12	RST.9-12.7-9	N-Q1 A-CED.1 A-CED.4 S-IC.6 S-ID.1	B2,4	A2,5	Finance Technical Skills Technology	Common Assessment

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Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standard	Common Technical Core Standards	New Alaska ENG/LA Standards	New Alaska Math Standards	Alaska Cultural Standards	Employability/ Career Readiness Standards	All Aspects of Industry/ Systems	Assessment
Create personal and financial goal plans.	PF-IV	FN.1,2,4,9,12	RST.9-12.7-9	A-CED.1 A-CED.4 S-IC.6	B2,4	A2,5	Finance Technical Skills Technology	Common Assessment
Investigate consumer rights and responsibilities.	BL-II	FN.1,2,4,5,7,8,13,14 FN-BNK 1,2,4,7	WHST.9-12.7		B2,4	A2,5	Technical Skills Technology Community	WorkKeys
Investigate insurance needs and obligations.	PF-VIII	FN-INS.1-5	WHST.9-12.7	S-ID.1	B2,4	A2,5	Technical Skills Community	WorkKeys
Investigate advantages and disadvantages of credit use.	PF-VII	FN.2,4,8,9,12,14 FN-ACT.1,2,3	WHST.9-12.7	A-CED.1 A-CED.4	B2,4	A2,5	Technical Skills Finance Technology	WorkKeys
Exhibit responsibilities of employment standards including exhibiting dependability and meeting organizational defined expectations.	CD-III	FN-BNK.2,6 FN.5	L.9-12.6		B2,4 D6	A2,5,7 B1,2,4,5	Work Habits Labor Technical Skills	YES
Recognize entrepreneurship opportunities and the role of employer vs. employee.	BL-III EN-I	BM3,5,6	L.9-12.6 SL.9-12.6	S-MD.6 S-IC.6	B2,4	A2,5	Technical Skills Labor	BPA-Small Business Management Team Work Keys
Follow professional ethics including software licensing, copyright and intellectual property laws.	IT-I,II	BM2,5,6 IT 4	WHST.9-12.8 L.9-12.6		B2,3,4	A1,2,5,7	Technical Skills Technology Work Habits	Statement of Authenticity
Encourage CTSO involvement.	IT-XVII EN-I CD-IV CD-V	BM3,5,6	L.9-12.6 SL.9-12.6 SL.9-12.1.a-d		B2,3,4 C4 D6 E7,8	A2,5	Technical Skills Technology Planning Labor Work	BPA Competitions

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							Habits	
Research career opportunities in the Business/IT career area.	EN-I CD-II	BM3,5,6	L.9-12.6 SL.9-12.6 WHST.9-12.6	S-MD.6 S-IC.6	B2,3,4	A1,2,3,4,5,6,7 B1,2,3,4,5	Technical Skills Planning Technology	AKcis Portfolio
Investigate/recognize safe use of tools and equipment, cyber safety and ergonomic safety in the workplace.	IT-III IT-XV BL-III	BM5,6 IT4	L.9-12.6 WHST.9-12.8		B2,4	A1,6	Technical Skills Health/Safety	AK EED Safety Manual Business & Information Systems
Practice and promote ethics and ethical behavior in the workplace.	M-V BL-I	BM2,5,6 IT4	WHST.9-12.8	S-MD.6 S-IC.6	B2,3,4	A,1,2,5	Technical Skills Work Habits Management	CTSO Participation Work Keys

Instructional Resources

List the major instructional resources used for this course: (websites, textbooks, essential equipment, reference materials, supplies)

All Aspects of Industry

- P - Planning
- M - Management
- F - Finance
- TP - Technical and Production
- PT - Principles of Technology
- L - Labor Issues
- C - Community Issues
- HSE - Health, Safety, and Environment
- PWH - Personal Work Habits

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Recommended Textbook: Managing Your Personal Finances, South-Western Publishing

Resources: www.handsonbanking.com (Sponsored by Wells Fargo)

www.bpa.org

www.teamgoals360.com

www.akcis.org

www.educ.state.ak.us/tls/CTE/YES.html