

Let's Design A Course

Name of Course: **Management/Leadership**

Course Description: This course will prepare students to be effective managers in the business world.

Length of Course: 18 weeks

Targeted Grade Level: Grades 11 and 12

Unit 1: Characteristics of Managers—skills, types of managers

Unit 2: Management Positions within various Career Clusters

Unit 3: Decision-Making, Organizational Structures

Unit 4: Communication Skills—listening, speaking, reading and writing plus all forms of communication

Unit 5: Teamwork, Project-based Instruction

Unit 6: Global Business, Cultural Issues/Customs, Human Relations

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