

Capital High School to Helena College degree program:  
**AAS Business Technology: Small Business Management Option**

**BIG SKY PATHWAY**



Recommended pathway from Capital High School to Helena College with dual credit opportunities printed in red.

**SUGGESTED HIGH SCHOOL COURSES**

9th	Graduation Requirements Workforce/College Prep	English 1, Algebra I, Earth Science, World Cultures, Phys Ed I	Recommended CTE Cluster Foundation Course(s): Money Management; Career Planning, Basic Computer Skills
	<i>CTE and/or Electives</i>	<i>Money Management, Career Planning</i>	Recommended CTE Pathway Courses: Accounting I & II, Marketing, Small Business Management, MS Excel and Word, Public Speaking
10th	Graduation Requirements Workforce/College Prep	English 2, Geometry, Biology, Health, Phys Ed 2	Other Recommended CTE Courses: Law and Justice, Accounting III
	<i>CTE and/or Electives</i>	<i>Marketing, Basic Computer Skills: <b>Keyboarding and Document Processing (TASK113), Art Elective</b></i>	
11th	Graduation Requirements Workforce/College Prep	English 3, Algebra II, US History	Career & Technical Student Organization(s): BPA <a href="http://www.bpa.org">http://www.bpa.org</a> DECA <a href="http://www.deca.org">www.deca.org</a>
	<i>CTE and/or Electives</i>	<i>Accounting I (ACTG101), MS Excel (CAPP156)</i>	
12th	Graduation Requirements Workforce/College Prep	English 4 & <b>College Writing WRIT 101 or Technical Writing (WRIT121T), College Algebra (M121)</b> , US Government	
	<i>CTE and/or Electives</i>	<i>Accounting II: <b>MS Word (CAPP154), Law &amp; Justice, Small Business Management</b></i>	

**ADVANCED LEARNING OPPORTUNITIES**

High School to College/Career Linkages

**Advanced Placement:** AP Lang & Comp 3, AP History, AP European History, AP English IV, AP Government, AP Biology, AP Economics

**Dual Enrollment courses:** ACTG101-Accounting I, WRIT 101 – College Writing, WRIT 121T – Technical Writing, M121 – College Algebra, **Keyboarding and Document Processing TASK113, MS Word CAPP154, MS Excel CAPP156, Intro to Public Speaking COMX111**

**Online courses:** *Montana Digital Academy* <http://www.montanadigitalacademy.org/> ECNS201 Microeconomics, ECNS202 Macroeconomics, ECNS203 Principles of Micro & Macro Economics, PSYX100 Intro to Psychology, BGEN105 Intro to Business, PSCI240 Introduction to Public Administration

**Other:** *Terri Norman Business Work Coop (tnorman@helenaschools.org) Work with Counselors; Business Professionals of America; DECA; Work Experience in private sector*

**POSTSECONDARY PROGRAM OF STUDY**

	Math	English	Major	Other
<b>Semester 1 (15 credits)</b>	M108T Business Math OR M121 College Algebra	WRIT101 College Writing OR WRIT121T Intro to Tech Writing	ACTG101 Accounting Procedures I BGEN105 Intro to Business	TASK150 Customer Service Strategies
<b>Semester 2 (18 credits)</b>			ACTG205 Computerized Accounting BGEN220 Bus Ethics & Social Responsibility CAPP156 MS Excel BMGT210 Small Business Entrepreneurship	HR110T Career Development and/or Human Relations OR PSYX100 Intro to Psychology OR SOCI101 Intro to Sociology MART145 Web Design
<b>Semester 3 (18 credits)</b>		COMX111 Intro to Public Speaking OR BNGT205 Professional Communications Fundamentals	ACTG180 Payroll Accounting BMKT225 Marketing BFIN265 Intro to Business Finance BGEN235 Business Law I	BMGT215 Human Resource Management OR BGEN 298 Internship OR BGEN292 Independent Study
<b>Semester 4 (15 credits)</b>			BMGT235 Management BGEN299 Capstone: Business BMKT240 Advertising	CAPP153 MS PowerPoint ECNS201 Microeconomics OR ECNS202 Macroeconomics OR ECNS203 Principles of Micro & Macro Economics