

Academy of Business & Applied Technologies

AMAZON LOGISTICS & BUSINESS MANAGEMENT PATHWAY 1 (182)

Course Type	Course Code	Course Title	Course Description	Post Secondary Connection
Introductory Course	IS102/103	College & Career Essentials	College and Career Readiness is a year-long course is designed to help students learn and practice valuable skills to help them to be career and college ready. Students will demonstrate their understanding of career paths through a variety of assessments, project, job simulations, speeches, research assignments, online portfolio, and a research paper. Students will identify academic interest, skills, values and personality types, research employers and industries, gain experience with public speaking and interview skills, familiarize themselves with college and job search tools, strengthen writing skills, learn goal setting, solidify research techniques, and write a research paper utilizing correct MLA format.	
Concentrator	IS600/601	MOUS Word	MOUS Certification: Microsoft Word prepares students for the MOUS Certification: Microsoft Word test. The following topics are covered during the course: Introduction to Word 2000, Text, Editing and Formatting of Documents, Creating and Formatting Tables, Inserting and Formatting Graphics, Mail Merge, Managing Files and Customized Word, and Creating Web Pages.	
Capstone Course I	IS602/603	MOUS Excel	MOUS Certification: Microsoft Excel prepares students for the MOUS Certification: Microsoft Excel test. The following topics are covered during the course: Introduction to Excel 2000, Worksheets and Entering Formulas, Functions, Creating and Modifying Charts, Developing a Multiple-Sheet Workbook, Custom Formats, Autoformats, Styles, Templates, Creating Special Effects, Sorting and Filtering Lists, Creating Pivottable and Pivotchart Reports, Automating Tasks with Macros, and Creating Hyperlinks.	A-G Approved
Capstone Course II	IS604/605	MOUS Powerpoint	MOUS Certification: Microsoft PowerPoint prepares students for the MOUS Certification: Microsoft PowerPoint test. The following topics are covered during the course: Introduction to PowerPoint 2000, Creating and Modifying Presentations, Creating Charts, Automating Electronic Slide Shows, Multimedia and Graphics, Third Party Photographic Design Software and Film Editing Software, and Interactive SlideShows.	

Academy of Public Policy & Human Services

AMAZON LOGISTICS & BUSINESS MANAGEMENT PATHWAY 2 (182)

Course Type	Course Code	Course Title	Course Description	Post Secondary Connection
Introductory Course	IS361/362	Applied Technology	Students will develop a strong understanding of 21st century tools and applications to help them succeed academically and in an increasingly digital world. This course will provide students with advanced skills in real-world technology, leadership and management skills. Provides peer learning opportunities with technical support in completing projects aligned to LCAP, LCFF, and common core standards.	A-G Approved
Concentrator	IS662/663	Computer Information Systems	Principles and applications of computers, including their role in business and society. Designed to provide computer competency for both Computer Information Systems majors and non-majors. Fundamentals of information systems, database management systems, networking, e-commerce, ethics and security, computer systems hardware and software components	
Capstone Course	IS260/261	Supply Chain & Logistics	This course will examine all forms of international trade and supply chain in the global business environment. Students will examine the role of trade in the global economy and analyze the purposes and effects of quota, tariffs, and trade agreements on businesses, governments, and individuals throughout the world. Students will also analyze the challenges of conducting intercultural business and trade, and they will develop international agreements that balance the conflicting interests of different nations. Global Business will also introduce students to the concept of corporate citizenship - the responsibilities companies have to enact policies and practices that address emerging social and environmental issues around the world. Students will also examine the effects these practices have on the company's stakeholders, including shareholders and customers. In addition, students will be introduced to the import/export business. This course will be part of the Business and Finance Industry Sector.	A-G Approved