Colorado BMEF CTE Course – Scope and Sequence

Course Name	**Principles of Accounting & Finance**	**Course Details** **Course = 0.50 Carnegie Unit Credit**	**Credits = .5 (Semester)** **Level 2**
Course Description	Introduces accounting fundamentals with emphasis on the procedures and practices used in business organizations. Major topics include the accounting cycle for service and merchandising companies, including end-of-period reporting.		
Note	This is a suggested scope and sequence for the course content. The content will work with any textbook or instructional resource. If locally adapted, make sure all competencies/performance indicators are covered.		
SCED Identification # 12104	Schedule calculation based on 60 calendar days of a 90-day semester. Scope and sequence allows for additional time for guest speakers, student presentations, field trips, remediation, or other content topics.		
All courses taught in an approved CTE program must include Essential Skills embedded into the course content. The Essential Skills Framework for this course can be found at **https://www.cde.state.co.us/standardsandinstruction/essentialskills**			

Instructional Unit Topic	Suggested Length of Instruction	CTE or Academic Standard Alignment	Competency / Performance Indicator	Outcome / Measurement	CTSO Integration
Ethics	2-3 days	Explain the role of ethics in financial and accounting procedures	Understand the role of ethics	Students will be able to identify ethical issues in finance and suggest ethical solutions. Measurement: Case Study with ethical dilemmas or exam with short answer questions.	**FBLA:** Accounting I, Accounting II, Business Ethics **DECA:** Accounting, Business law and ethics
Accounting Basics	2.5 weeks	Understands tools, strategies, and systems used to maintain, monitor, control, and plan the use of financial resources	Understand how to tell the “story” behind the numbers	Students will be able to define: a. what an asset represents (future benefit) b. What does a liability represent (future obligation) c. Difference between cash flows and accrual profit/loss	**FBLA:** Accounting I, Accounting II **DECA:** Accounting Applications

			Understand effects of transactions on accounting equation	a. Explain the concept of accounting and the accounting cycle b. Define of assets, liabilities, equity c. Classify accounts as assets, liabilities, or equity d. Demonstrate their relationships in the accounting equation	**FBLA:** Accounting I, Accounting II **DECA:** Accounting Applications
Financial statements	2.5 weeks	Understands tools, strategies, and systems used to maintain, monitor, control, and plan the use of financial resources	Understand the types of financial statement analysis	Students will be able to distinguish between: Balance sheets, Cash Flow, and Income Statements, and interpret financial data about a business through the financial statements. a. Define and describe components of the balance sheet b. Define and describe components of the income statements c. Clarify the difference between an income statement and a statement of cash flows Outcome: Simple test questions given a financial statement, and data to assimilate.	**FBLA:** Accounting I, Accounting II, Business Financial Plan **DECA:** Accounting Applications
Financing (1)	1 week		List types of financial markets	a. Describe sources of equity capital b. Describe sources of debt financing	
Financing (2)			Understand factors to consider in choosing between debt and equity capital.	Students will be able to delineate between debt financing and equity capital for business purposes such as expansion, R&D or acquisition. Measurement: multiple choice or short answer test with applicable situations.	**FBLA:** Business Financial Plan **DECA:** Business Finance
Financing (3)			Understand role of private equity and venture capital	Characterize outside investor classifications (i.e. angels, friends of family, venture capital, private equity)	**FBLA:** Business Financial Plan

					DECA: Business Finance
Annual Reports	1 week		Understand the nature of annual reports	Students will be able to: a. Find annual reports for public companies. b. Summarize the major topics in management's analysis. c. Evaluate the overall health of the company based on the annual reports information. d. Discuss the purpose of annual reports.	**FBLA:** Business Financial Plan, Accounting II **DECA:** Business Finance, Entrepreneurship events
Finance Basics	2.5 weeks		Explain time value of money	a. Explain the concept of finance b. Explain the significance of time value of money c. Define interest, inflation, present value, rate of return d. Explain information that is needed when considering time value of money e. Discuss situations in which present value is needed	**FBLA:** Introduction to Business, Agribusiness, Global Business, Introduction to Business Procedures, Introduction to Financial Math, Economics **DECA:** Business Finance
			Calculate return on investment (ROI)	a. Define the following term: return on investment (ROI) b. Discuss the importance of calculating and tracking return on investment (ROI) c. Explain methods to calculate return on investment (ROI) d. Demonstrate how to calculate return on investment (ROI)	**FBLA:** Business Calculations, Economics, Introduction to Business, Introduction to Financial Math, Global Business, Securities & Investments **DECA:** Business Finance

Financial Analysis	1.5 weeks		Calculate business ratios to evaluate company performance. Interpret business data into information for decision-making, Introduce and discuss the use of benchmarking	a. Calculate key financial ratios (e.g. debt:equity ratio, gross margin, etc.) b. Explain the purpose of analyzing financial ratios. c. Compare ratios to relevant standards (e.g, industry, competitors) d. Assess the future business impact of differences in ratios	**FBLA:** Introduction to Financial Math, Accounting II, Banking & Financial Systems, Business Calculations, Business Plan, Introduction to Business Procedures **DECA:** Business Finance
Projections	1.5 weeks	Standard: Understands the processes and systems implemented to monitor, plan, and control the day-to-day activities required for continued business functioning	Develop projections to understand a business's financial needs at different stages of its development	a. Complete a simple financial model of the future performance of a business. b. Manipulate model to address the specific differences in a business. c. Associate changes in assumptions with changes in financial projections. d. Modify projected financial performance based on changes in the business size and stage of development	**FBLA:** Business Financial Plan **DECA:** Business Finance, Buying and Merchandising
Careers in Accounting and Finance	1 week	Standard: Understands concepts, tools, and strategies used to explore, obtain, and develop in a business career	Understand employment opportunities in the finance and accounting industry and their professional relationships	a. understanding professional designations for accountants b. Describe the requirements for various professional designations.	**FBLA:** Job Interview, Electronic Career Portfolio **DECA:** Principles Events

Academic Standards Alignment

Colorado CTE courses are required to integrate academic and essential skills into course content. The following academic standards have been identified as aligned to this course and should be integrated throughout instruction.

CO CTE Academic Standards Resources (Rubrics, integration strategies, etc)
CDE Colorado Academic Standards Online (Online standards lookup tool)

Reading, Writing, & Communicating

Standard 1: Oral Expression and Listening

- **Prepared Graduate 1**: Collaborate effectively as group members or leaders who listen actively and respectfully; pose thoughtful questions, acknowledge the ideas of others; and contribute ideas to further the group's attainment of an objective.

Standard 2: Reading for All Purposes

- **Prepared Graduate 4:** Read a wide range of informational texts to build knowledge and to better understand the human experience.
- **Prepared Graduate 5:** Understand how language functions in different contexts, command a variety of word-learning strategies to assist comprehension, and make effective choices for meaning or style when writing and speaking.

Standard 3: Writing and Composition

- **Prepared Graduate 6:** Craft arguments using techniques specific to the genre.
- **Prepared Graduate 7:** Craft informational/explanatory texts using techniques specific to the genre.
- **Prepared Graduate 8**: Craft narratives using techniques specific to the genre.

Standard 4: Research Inquiry and Design

- **Prepared Graduate 10:** Gather information from a variety of sources; analyze and evaluate its quality and relevance; and use it ethically to answer complex questions.

Note: Mathematics and Science standards will be added in the future. Visit the Colorado Academic Standards page for the most current version.