Ninth grade students are considered upon recommendation of the department chairperson.

**Accounting I (Grades 10-12): 1 year/1 credit (Elmont only)**

This first-year accounting course is designed to give the student competency in the application of accounting theory and to provide the student with an overview of the complete accounting cycle. Students will be introduced to automated accounting through hands-on applications using the computer and general ledger software. Journal entries, the use of source documents, posting to the ledgers, preparation of year-end financial statements, banking procedures, payroll entries, and other employment-related topics are part of this curriculum. Office simulations may be used to provide the student with an opportunity for hands-on experience in the daily activities of a bookkeeper in an entry-level accounting position.

**Business Law (Grades 10-12): 1 year/1 credit**

Students in grades 11 and 12 may be eligible to earn 3 college credits through Long Island University – C.W. Post. This curriculum emphasizes aspects of law situations that students may encounter in their personal, family, and occupational life. Students gain a genuine respect for the law and the ability to make intelligent application of segments of the law that affect them both at home and at work.


**Personal Finance (Grades 11-12): ½ year/½ credit**

Juniors and seniors are strongly urged to enroll in the Personal Finance course that was specifically designed for them. This essential one-semester course equips them with the financial knowledge and expertise necessary to survive in the ever-changing economy. Topics of study include: budgeting and saving money, using checking accounts and on-line banking, using credit cards wisely and avoiding debt, buying vs. leasing a car, purchasing insurance, financing college, renting an apartment, owning a home, investing money, and preparing for the future so that a desired lifestyle and financial independence can be achieved.

**College Accounting (Grades 11-12): 1 year/1 credit**

Students may be eligible to earn 3-6 college credits through Long Island University - C.W. Post. The major objective of this course is to teach the student the dual responsibility of modern accounting: recording transactions and report the results of decisions made by management; communicating useful information to both management and investors which will assist them in the decision-making process.

Because of automation in the world of business, information processing is presented as a basic business concept in organization and management and not merely as a process of handling data more rapidly. In summary, students acquire a sound understanding of the sources of financial information, and a better comprehension of how this information is processed. Students may be able to use computers and the Internet for the accounting applications.

*Students are considered upon recommendation of the department chairperson (cumulative average 80 or higher).

**College Marketing (Grades 11-12): 1 year/1 credit**

Students may be eligible to earn 3-6 college credits through Long Island University - C.W. Post. The major objective of the course is to make students aware of the ways and means by
which businesses in the United States are organized and managed, and to explore the methods, which are employed to earn profits by satisfying the needs of people. The methods, policies, and activities involved in the distribution of goods and services from producer to consumer are evaluated.

The course is divided into two sections. The first semester researches, on a college level, principles of management, with an emphasis on planning, organizing, directing/leading and controlling. Topics such as decision-making, recruitment, and human resources will be stressed. The second semester covers an in-depth study of the principles of marketing. Topics include consumer behavior, advertising, wholesaling, retailing, and channels of distribution. The concepts of global and international marketing will also be studied. Students will be required to work on individual research projects using the Internet.

**Sports Marketing (Grades 10-12): 1/2 year/1/2 credit**

This semester course will introduce students to the world of sports marketing. Products, name logo recognition, patents, copyrights, branding, trademarks, and its economic impact will be covered. Other topics will include mascots, slogans, location, demographics, endorsements and product licensing. The effect of the sports media will also be discussed.

**Entertainment Marketing (Grades 10-12): 1/2 year/1/2 credit**

This semester course will introduce students to the world of entertainment marketing. Students will learn how to advertise and market within the music, television, movie, fashion, and theatre industries. In addition, they will also explore careers in entertainment marketing.

**Computer Applications (Grades 10-12): 1 year/1 credit**

Students may be eligible to earn 3 college credits through Long Island University-C.W. Post (grades 10-12). Students completing the computer applications course will have extensive training in Excel, Access, and PowerPoint. Microsoft Publisher will be used to teach desktop publishing concepts. Students will learn to create flyers, newsletters, letterhead, business cards, etc.

**Prerequisite:** Keyboarding/Internet (9th grade considered upon recommendation of the department chairperson).

**Web Page Design (Grades 11-12): 1 year/1 credit**

Students may be eligible to earn 3 college credits through Long Island University-C.W. Post (grades 11-12). In this course, students learn the HTML scripting language, Dreamweaver, and the animation software FLASH! To create and design web pages.

**Prerequisite:** Keyboarding/Internet (10th grade considered upon recommendation of the department chairperson).

**College Notetaking (Grades 11-12): 1 year/1 credit**

The college notetaking course will provide college-bound students with marketable skills for the business world and for notetaking purposes for future college use. This speedwriting system uses the alphabet as the basis for notetaking. Students will learn step-by-step techniques for developing a simple, efficient notetaking system. Speedwriting is easy to learn and easy to write. Students will polish their English skills as they learn the speedwriting system. Transcription will be accomplished using Microsoft Word.

Speedwriting is now available in the business world as the substitute for shorthand. Students interested in civil service employment may use it for examination purposes. Speedwriting is a lifelong skill.
**Language and Composition MUST take AP U.S. History as well.**

**IMPORTANT MESSAGE TO SENIORS**

Three mandates in English are required for graduation. You must:

a. Complete four credits in English courses. These do not include electives.
b. Pass the English Regents
c. Complete a research paper in senior year under the following guidelines:

1. AP Literature and Composition students must complete and pass the research paper by the end of the third marking period.
2. Students in 12RX must complete and pass the research paper in the first semester.

**English 12RX: ½ year/½ credit**

Students may be eligible to earn 3 college credits through LIU Post College. This semester course is required for seniors in the fall semester. It focuses on the skills necessary for success in college and careers. This course concentrates on college writing, particularly the personal essay and the mandatory research paper that is required to pass senior year English. Students in 12RX develop research skills by using the library and its print and electronic sources. This course enhances students' abilities to critique, analyze, and deconstruct literature. This course also prepares students for the SAT exam by providing practice exercises in reading comprehension, grammar usage and essay writing. To align this course with the new Common Core State Standards, shifts in level of meaning and purpose, structure and language conventionality and clarity will be addressed, as well as shifts in textual complexity and writing from sources.

**Regents Prep 11/12**

This course is provided on alternating days for 11th and 12th graders who take this in addition to the English 11 or 12 course. The course is provided for students who required academic intervention services. Emphasis is on mastering skills required to pass the New York State English Regents. This course also supports students with their English 11 or 12 course work. After the successful completion of the Regents exam, the course will address the SAT. Students complete practice exercises in reading comprehension, grammar usage and essay writing in preparation for the SAT exam. To align this course with the new Common Core State Standards, shifts in level of meaning and purpose, structure and language conventionality and clarity will be addressed, as well as shifts in textual complexity and writing from sources.

**Advanced Placement Literature & Composition (Grade 12): 1 year/1 credit (w)**

Advanced Placement Literature and Composition serves the needs of seniors who wish to pursue college-level studies while still in high school. The course is designed to promote student achievement through an intensive study of literature and the study and practice of specific writing techniques. By close reading of texts and developing writing skills, the students will become aware of language and stylistic (rhetorical) devices. Students are required to take the AP examination in May and produce a collegiate research paper. To align this course with the new Common Core State Standards, shifts in level of meaning and purpose, structure and language conventionality and clarity will be addressed, as well as shifts in textual complexity and writing from sources.

**Alternatives**

**NOTE:** Not all the following courses are offered in all schools in any one year.

**Bible as Literature (Grade 12): ½ year/½ credit**

Students may earn 3 college credits through Adelphi University. The study of the Bible as Literature helps students appreciate not only the classics with their inclusion of Biblical allusions, but also today's best sellers, which continue to carry Biblical references. The course has three segments: The Old Testament, the New Testament, and the Bible in classic and modern
literature. In addition, students read short modern works based on Biblical symbolism and themes. This course is especially helpful for those taking AP Literature and Composition.

**Contemporary Drama (Grade 12): ½ year/½ credit**

Students in this course study contemporary drama. Contemporary plays are read as they relate to themes such as Mankind's Inhumanity, The Will to Survive, The American Dream, Drama in Revolt, and Drama to Escape.

**Creative Writing (Grade 12): ½ year/½ credit**

This course enables students to write a variety of pieces such as short stories, poems, plays, diary entries, biographical essays, and children's stories. Students are encouraged to create their own writing styles, develop their own voices, and submit their work for publication.

**Film Study (Grade 12): ½ year/½ credit**

In this course, students will learn the history of film, as well as its genres, including comedy, drama, musical, suspense, and horror. Students will be introduced to the language of film and will use this language to write comparative critical analyses of the literature and films under consideration. To stimulate critical analysis, short stories, novels, plays, and screenplays will be read and discussed. Topics for analysis include how a literary work is adapted for film and how the various genres are represented in film and literature. Students are required to produce a short film and an accompanying screenplay as the culminating activity for the course.

**Mass Media (Grade 12): ½ year/½ credit**

Students may be eligible to earn 3 college credits through LIU Post College. This course enables students to examine how electronic and print media affect their lives. Advertising, newspapers, magazines, comics, radio, TV, film, and the recording industries are all discussed. This course emphasizes film in schools where Film Study is not offered. Students consider media's special conventions, transformations, and impact. To foster this critical analysis, short stories, novels, plays, and screenplays will be read and discussed. Topics for analysis include how a literary work is adapted for film and how the various genres are represented in film and literature. Students are required to produce a short film and an accompanying screenplay as the culminating activity for the course.

**Modern Novels (Grade 12): ½ year/½ credit**

The study of the modern novel appeals to the literary interest of 12th grade students, while developing their thinking, writing, reading, and listening skills. The course fosters a life-long appreciation of literature by including the study of modern novels and widely-read best sellers. The modern novels covered possess literary, social, and ethical values that are relevant to today's students.

**Women Writers (Grade 12): ½ year/½ credit**

Students may earn 3 college credits through Adelphi University. This course is divided into nine units, each centered on a particular genre and theme. Along with introducing students to major women writers and the themes they often wrote about, this course explores the minor genres of diaries, letters, speeches, histories, and other literary forms, which women often used to express their thoughts.

**ELECTIVES**

**NOTE:** These courses do not satisfy the 12th-year English mandate.

**Dramatics (Grades 10-12): ½ year/½ credit**

This course is designed to meet the beginner's needs in such fundamentals of dramatic art such as a brief history of drama, play structure, elementary principles of pantomime, voice, diction, stage craft, and dramatic criticism.

**Journalism (Grades 10-12): ½ year/½ credit**

This course centers on journalistic writing of various kinds, including news stories, feature articles, and editorials. The layout of the newspaper is studied. One expected outcome is the appreciation of the function of the newspaper. Students are encouraged to participate in the production of the school newspaper and yearbook.