

## COMPETENCIES

<b>Cash &amp; Capital Principles</b>	Students can use their understanding of the nature of cash, monetary systems, and the value of money in order to recognize the risk, return, and opportunity cost associated with capital.
<b>Technical Applications</b>	Students can use their understanding of spreadsheets and accounting software to maintain, update, and retrieve data from records.
<b>Project Management</b>	Students can use their understanding of time management and organization to set timely and measurable goals leading to project completion.
<b>Principles of Economics &amp; Business</b>	Students can use their understanding of micro- and macro-economics to understand how an economy functions locally and globally.
<b>Financial Reporting</b>	Students can use their understanding of financial statements to assess a business's financial information.
<b>Financial Statements</b>	Students can use their understanding of financial statements to prepare and interpret balance sheets, income statements, cash flow statements, and retained earnings.
<b>Customer Care &amp; Marketing</b>	Students can use their understanding of market demands to meet the needs of a client.
<b>Business Operations</b>	Students can use their understanding of transaction management to perform business operations.
<b>Principles of Customer Relationship Management</b>	Students can use their understanding of customer communication and customer relationship management software to attract new customers and sustain existing customers.
<b>Fundamentals of Sales</b>	Students can use their understanding of personalized service and market demands to secure successful sales interactions.