

CAREER AND TECHNICAL EDUCATION PROGRAM

The Career and Technical Education areas include: Business, Drafting, and Family and Consumer Science. The District 200 program offers opportunity for career exploration as well as college-bound course selections.

ACCOUNTING 1 (I)

Length: *One Semester*

Grades: *10, 11, 12*

Qualifies for: *Applied Technology Credit*

Accounting 1 introduces students to the accounting cycle and its application to the personal computer. Students will enhance the fundamentals of accounting with a computer automated practice set. Students considering careers in business and college course work in the business related fields should consider this course as an introductory experience to the accounting fields.

ACCOUNTING 2 (I)

Length: *One Semester*

Grades: *10, 11, 12*

Prerequisite: *Accounting 1*

Qualifies for: *Applied Technology Credit*

In this second course, managerial and financial accounting are the two main concepts studied. Students who have successfully completed Accounting 1 and are interested in expanding their knowledge of accounting should enroll in this course. Emphasis on analyzing accounting data related to management decisions is studied. Additional accounting skills are applied to computer-based applications.

ADULT LIVING (I)

Length: *One Semester*

Grades: *10, 11, 12*

Qualifies for: *Applied Technology Credit*

This course is subject to a consumable fee.

Students will explore the following topics: living independently, consumer choices, decision-making related to wellness, meal planning, clothing and housing, financial management, personal goals, family formation and relationships, integration of family,

community and career responsibilities, and relationship of technology to family and consumer resources.

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ADVANCED PLACEMENT COMPUTER SCIENCE A (A)

Length: Two Semesters

Prerequisite: Computer Programming or Consent of Instructor

Qualifies for: Math or Applied Technology Credit

Advanced Placement Computer Science A is a continuation of Computer Programming. It follows the syllabus of the Advanced Placement Computer Science A curriculum. The course is built around the development of computer programs or parts of programs that correctly solve a given problem. Additional lab time may be needed to complete the course requirements.

ARCHITECTURAL CONSTRUCTION

Length: One Semester

Grades: 11, 12

Prerequisite: Architectural Drafting 1 and 2, CAD 1 and/or 2, and/or instructor's consent

Qualifies for: Applied Technology Credit

This course is subject to a consumable fee.

Architectural Construction focuses on the construction aspects of architecture. Basic construction principles including site preparation, construction materials, construction equipment, and materials and labor costs are topics covered in the course.

ARCHITECTURAL DRAFTING 1 (I)

Length: One Semester

Grades: 9, 10, 11, 12

Qualifies for: Fine Arts or Applied Technology Credit

This course is subject to a consumable fee.

Architectural Drafting 1 is an introductory course designed to teach students the basic skills of drafting. Topics include lettering, measurement fundamentals, drafting tools and equipment, scaling skills, and dimension skills. Students will also learn how to read basic floor plans, simple architectural plans, and other design applications.

ARCHITECTURAL DRAFTING 2 (I)

Length: One Semester

Grades: 9, 10, 11, 12

Prerequisite: Architectural Drafting 1

Qualifies for: Fine Arts or Applied Technology Credit

This course is subject to a consumable fee.

Architectural Drafting 2 expands the skills and techniques taught in Architectural Drafting 1 and applies those skills to a site specific project. Students may focus on remodeling a single story home, including the design of a second story addition. Drawing requirements may include floor plans, foundations plans, site plans, electrical plans, and elevations.

ARCHITECTURAL SEMINAR (I)

Length: Multiple Semesters

Grades: 11, 12

Prerequisite: Architectural Drafting 1, CAD ,1 or Instructor's Consent

Qualifies for: Fine Arts or Applied Technology Credit

This course is subject to a consumable fee.

Architectural Seminar is intended for those students seriously interested in architectural study in college or construction based trades and careers. The course includes the history of architecture, extensive practice with advanced CAD procedures, and simulation activities related to construction, design, and application of architectural principles

BAKING AND PASTRY (I)

Length: One Semester

Grades: 10, 11, 12

Prerequisite: Culinary Arts & Nutrition 1 or Instructor's Consent

Qualifies for: Fine Arts Credit

This course is subject to a consumable fee.

Baking and Pastry explores advanced techniques through lab practice with breads, pastries, cakes, cookies, and desserts. Creativity and presentation are stressed through practice with in-house customers. The nutritional value of baked goods and pastries is included as well as an exploration of potential career opportunities in the food service industry.

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BUSINESS LAW (I)

Length: One Semester

Grades: 10, 11, 12

Business Law provides an introduction to the fundamentals of the United States legal system as it relates to business rights and responsibilities. Consumer rights, contracts, corporate structures, and the legal obligations required within business organizations are included in the multiple topics.

BUSINESS MANAGEMENT (I)

Length: One Semester

Grades: 10, 11, 12

Qualifies for: Applied Technology Credit

Business Management introduces students to the fundamentals of business organization, corporate structure, business practices, investments, and business operations. Course topics also include leadership, small-business ownership and management, personnel relations, financial management, human resource management, promotion policies, and navigating successfully in a business environment.

CAD 1 (I)

Length: One Semester

Grades: 10, 11, 12

Prerequisite: Architectural Drafting 1 & 2 or Instructor's Consent

Qualifies for: Fine Arts or Applied Technology Credit

This course is subject to a consumable fee.

CAD 1 class is designed to teach students the basic skills necessary to create architectural and engineering drawings through the use of computer assisted drafting methods. All the skills mastered in the prerequisite courses are applied to computer applications. Basic skills include object placement, drawing management, coordinate input, and dimensioning.

CAD 2 (I)

Length: One Semester

Grades: 10, 11, 12

Prerequisite: CAD 1

Qualifies for: Fine Arts or Applied Technology Credit

This course is subject to a consumable fee.

CAD 2 is a continuation of the topics and skills learned in CAD 1. The course provides additional opportunity for specific practice of skills and techniques mastered in the first course. Site specific tasks are assigned and practice is provided for developing solutions to site specific problems.

CAREER INTERNSHIP (I)

Length: One Semester

Grades: 11, 12

Prerequisite: Teacher or Counselor recommendation

Qualifies for: Fine Arts or Applied Technology Credit with approval

Career Internship is a one-semester career exploration course designed for students who are interested in gaining field experience in a potential career area. The course design requires students to work outside the school with local elementary and middle schools, businesses, and organizations while receiving school credit for work and participation. The course is conducted outside of the normal school day and transportation to and from the placement location is not the responsibility of the school district.

CHILD DEVELOPMENT & PRESCHOOL LAB 1 (I)

Length: One Semester - Sequential

Grades: 10, 11, 12

This course is subject to a consumable fee.

Child Development & Preschool Lab 1 studies child development from birth through five years. Students learn through reading, discussions, observations, and outside speakers. Units include prenatal development, physical, social, and intellectual patterns of development. Students will participate in a preschool setting for ten to twelve weeks. This participation

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includes teaching, observing and planning.

CHILD DEVELOPMENT & PRESCHOOL LAB 2 (I)

Length: One Semester - Sequential

Grades: 10, 11, 12

Prerequisite: Child Development and Preschool Lab 1

This course is subject to a consumable fee.

Child Development & Preschool Lab 2 is designed to give students an opportunity to study the school age and adolescent child. Students will study this age group's intellectual, social, emotional, and physical growth. Other topics discussed will be special needs children, nutrition, and community support agencies. Students will participate in a preschool setting for a ten to twelve week period.

COMPUTER LITERACY (I)

Length: One Semester

Grades: 9, 10, 11, 12

Qualifies for: Applied Technology Credit

This course is eligible for COD Dual Credit.

Computer Literacy provides students with an introductory opportunity to develop computer, word processing, and business document communication skills. Concepts and skills that are developed in this class include, but are not limited to the following: keyboarding techniques, proofreading accuracy, increased productivity, correct document formatting according to business standards, various input technologies, and information retrieval skills.

COMPUTER PROGRAMMING (I)

Length: One Semester

Grades: 9, 10, 11, 12

Prerequisite: Algebra 1

Qualifies for: Applied Technology or Math Credit

Computer Programming consists of an introduction to computer programming in which students learn how to write computer programs in a specified language. The student will learn the fundamentals of computer programming and the structured programming skills that can be used with any language. Additional lab time

may be needed to complete the course requirements.

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CONSUMER EDUCATION (R, I)

Length: One Semester

Grades: 10, 11, 12

This course meets the Consumer Education requirement as outlined by the State of Illinois.

Consumer Education provides information about our economic system, the nature of capitalism, and the consumer's function within free-market economies. The purpose of the course is to assist students to become informed citizens, equipped with knowledge about their consumer rights. Students learn to make intelligent choices related to money management, credit rights and responsibilities, and credit management.

COOPERATIVE EDUCATION (I)

Length: One or Two Semesters

Grades: 11, 12

Prerequisite: Teacher Approval

Qualifies for: Fine Arts or Applied Technology Credit with approval

This course is subject to a consumable fee.

Cooperative Education is a program designed to give students the opportunity to explore the world of work in a classroom and job-site setting. The classroom component addresses school-to-work competencies. Students learn to write cover letters, resumes, follow-up letters, and job inquiries. They practice interviewing techniques, career exploration, and learn to identify their interpersonal skills as they relate to job success. Students are required to work a minimum of fifteen hours per week and are encouraged to seek employment in an area of their career interest. Students should be employed prior to the start of the semester.

CULINARY ARTS AND NUTRITION 1 (I)

Length: One Semester

Grades: 9, 10, 11, 12

This course is subject to a consumable fee.

Culinary Arts and Nutrition 1 is designed as an introductory experience to foods and nutrition. This course incorporates the basic study of food preparation, nutritional standards, kitchen safety, and sanitation practices. Students learn the basics of kitchen equipment, tools, and techniques while preparing common food items

in the food lab. Students are introduced to good consumer practices as they relate to food purchases and budgets. Many of the labs focus on breakfast and lunch creations.

CULINARY ARTS AND NUTRITION 2 (I)

Length: One Semester

Grades: 9, 10, 11, 12

Prerequisite: Culinary Arts and Nutrition 1

This course is subject to a consumable fee.

Culinary Arts and Nutrition 2 expands on the skills acquired in the first culinary arts experience. Meats, soups, yeast breads, pies, cakes, and casseroles are included as part of the instruction. Students will learn about caloric needs, current dietary practices and issues, and good consumer practices related to food consumption and preparation. This course challenges students with more complex recipes centered on dinner foods.

DESKTOP PUBLISHING (I)

Length: One Semester

Grades: 9, 10, 11, 12

Qualifies for: Fine Arts or Applied Technology Credit

Desktop Publishing introduces students to the fundamentals of computer desktop publishing functions. Using basic design concepts, guidelines, and their own creativity, students design and create professional-looking logos, business cards, letterheads, flyers, reports, brochures, newsletters, and other specialty documents. Students develop an understanding of how word processing and page layout can be integrated to create visually appealing documents. Business application skills are integrated throughout this course.

FASHION MERCHANDISING (I)

Length: One Semester

Grades: 11, 12

Qualifies for: Fine Arts or Applied Technology Credit

This course is subject to a consumable fee.

Fashion Merchandising is designed to prepare students to enter the fashion industry with

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knowledge of the concepts and practices necessary to succeed in the world of work. Areas of study include principles and elements of design, visual merchandising and display, visual poise, fashion cycles, careers in fashion, fashion design, fashion production, and fashion construction knowledge and the application of computer technology to the fashion industry.

FITNESS AND NUTRITION (I)

Length: Multiple Semesters

Grade: 12

Qualifies for: PE Requirement or Elective Credit

This course is subject to a consumable fee.

Nutrition and Fitness develops exercise programs based on the fitness and nutritional evaluation of each student. Students will develop a portfolio containing personal fitness assessments, exercise prescriptions, weight control management strategies, and individual nutritional analysis. Students will develop personal wellness strategies by using the technology laboratories in family and consumer sciences and physical education fitness room.

FOOD SCIENCE (I)

Length: One Semester

Grades: 10, 11, 12

Qualifies for: Science or Elective Credit

This course is subject to a consumable fee.

Food Science includes the science of the production, processing, preparation, evaluation, and utilization of food. Students use scientific methods to conduct laboratory experiments. Emphasis is on laboratory experiments that develop understanding of how basic biology, chemistry, physics, physiology, and technology affect the foods we eat.

GRAPHIC DESIGN 1

Length: One Semester

Grades: 9, 10, 11, 12

Qualifies for: Fine Arts or Applied Technology Credit

This course is eligible for COD Dual Credit.

Graphic Design 1 provides the basic skills

required to utilize the three main publishing applications: Adobe InDesign, Adobe Illustrator and Adobe Photoshop. Students will learn to create professional print document layouts ranging from simple to complex, and become skilled in using the three applications together effectively.

GRAPHIC DESIGN 2

Length: One Semester

Grades: 9, 10, 11, 12

Prerequisite: Graphic Design 1

Qualifies for: Fine Arts or Applied Technology Credit

Building on skills learned in Graphics 1, Graphic Design 2 will explore more advanced topics in graphics, utilizing the three main publishing applications: Adobe InDesign, Adobe Illustrator and Adobe Photoshop. This course is recommended for, but not limited to, students interested in pursuing a career in graphic design or a related design field. Emphasis on the Design Elements and Principles will be included, in addition to further instruction in each of the applications. Students will produce original designs for printed pieces such as (but not limited to) brochures, menus and packaging.

GRAPHIC DESIGN STUDIO

Length: Single or Multiple Semesters

Grades: 10, 11, 12

Prerequisite: Graphic Design 2 and/or Consent of Instructor

Qualifies for: Fine Arts or Applied Technology Credit

Graphic Design Studio provides students interested in pursuing a career in a design field with the opportunity to develop advanced design skills and techniques utilizing the three main publishing applications: Adobe InDesign, Adobe Illustrator and Adobe Photoshop. The course will include an emphasis on portfolio development, and may be taken multiple semesters.

INFORMATION TECHNOLOGY 1 (I)

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Length: One Semester

Grades: 9, 10, 11, 12

Qualifies for: Applied Technology Credit

Information Technology 1 is a course designed to give students the opportunity to learn a variety of technology skills that are necessary to complete tasks in all curricular areas throughout their high school careers and beyond. Students will learn how to use Microsoft Word, Microsoft Excel, Microsoft PowerPoint, and Microsoft Access. Business application skills are integrated throughout this course.

INFORMATION TECHNOLOGY 2 (I)

Length: One Semester

Grades: 9, 10, 11, 12

Prerequisite: Information Technology 1

Qualifies for: Applied Technology Credit

In Information Technology 2, students will learn the more advanced features of Microsoft Word, advanced formulas in Microsoft Excel, and advanced techniques in Microsoft PowerPoint. Students will further their skills in Microsoft Access by learning how to perform such skills as importing and exporting a database, establishing relationships between tables, and creating advanced queries. Business application skills, as well as Microsoft integrated projects, are incorporated throughout this course.

INTERIOR DESIGN (I)

Length: One Semester

Grades: 9, 10, 11, 12

Qualifies for: Fine Arts or Applied Technology Credit

Interior Design is for students who enjoy creating interior spaces. Students learn how professionals design by studying basic floor plan drawings, color, design principles, and room and furniture arrangement. Furniture styles and housing selections are also explored. Computer technology is applied to various aspects of interior design including floor plans and material research.

INTERNATIONAL CUISINE (I)

Length: One Semester

Grades: 10, 11, 12

Prerequisite: Culinary Arts and Nutrition 1 or Instructor's Consent

Qualifies for: Fine Arts Credit

This course is subject to a consumable fee.

International Cuisine explores the foods, culture, and dietary considerations of nations and cultures. Students will experience differences in

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foods, seasonings, and cooking techniques from different regions of the United States as well as from Europe, Asia, the Middle East, and Africa. Students will incorporate music, regional etiquette, customs, and table settings to complete the experience. Vegetarian menus and foods are also explored as part of the world experience.

INTRODUCTION TO BUSINESS (I)

Length: One Semester

Grade: 9, 10, 11, 12

Qualifies for: Applied Technology Credit

Introduction to Business provides a foundation for advanced study in all areas of business. Topics included in this course of study are the economy, fundamental accounting principles, marketing, management, and leadership skills required to become successful in the business world. Business practices, business writing, and business etiquette are included as units of study. Contemporary issues facing American markets in a world business environment are also studied. After completing this course, students will understand how the different components of the business world operate and interact with each other, and will gain exposure to the skills necessary to function well in today's business environment.

INTRODUCTION TO MULTIMEDIA DESIGN (I)

Length: One Semester

Grades: 9, 10, 11, 12

Qualifies for: Fine Arts or Applied Technology Credit

Introduction to Multimedia Design is an introductory course providing students the opportunity to learn the basic principles and elements of design utilizing the computer as they apply to various multimedia formats. Students will be exposed to concepts in desktop publishing, computer graphic design, animation, Web page design, commercial art, and digital photography manipulation to produce business-oriented and personal projects. This basic course provides a foundation for further study in graphics, Web page design, desktop publishing,

photography, or commercial art.

KEYBOARDING (I)

Length: One Semester

Grades: 9, 10, 11, 12

Prerequisite: Enrollment based on recommendation of counselors, ESL, bilingual, or Special Education Staff

Qualifies for: Applied Technology Credit

Keyboarding is the basic introduction to correct fingering methods for entering information through the computer keyboard. After mastering the keyboard, students will learn the correct formatting for standard business letters, reports, reference pages, cover pages, tables, and outlines. Proofreading and accuracy are emphasized.

SPORTS AND ENTERTAINMENT MARKETING (I)

Length: One Semester

Grade: 11, 12

Qualifies for: Applied Technology Credit

Sports and Entertainment Marketing provides an introduction to such fields as sales, marketing research, management, pricing, promotion, and advertising with the emphasis placed on high-profile sports and entertainment products, teams, individuals, and organizations. Highlights include survey development and analysis, contract analysis, media management and interaction, and advertising strategies. Students interested in careers in business, accounting, sales, and management can use this course as an appropriate pre-college/career foundation.

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WEB DESIGN 1 (I)

Length: One Semester

Grades: 9, 10, 11, 12

Prerequisite: Information Technology 1

Qualifies for: Fine Arts or Applied Technology Credit

Web Design 1 students create and design a variety of Web pages for personal, school, or business applications. Students will learn basic Hyper Text Markup Language (HTML), and the fundamentals of layout, color, design, and graphics. Students will also learn to use Dreamweaver, a software program widely used in the Web development field. Students will learn the basics of graphic creation and photo editing software as they relate to Web page design. Students will become skilled at evaluating Web pages for design validity, relevance and accessibility through guided practice. W3C Web development standards and business application skills are integrated throughout this course.

WEB DESIGN 2 (I)

Length: One Semester

Grades: 9, 10, 11, 12

Prerequisite: Web Design 1

Qualifies for: Fine Arts or Applied Technology Credit

Web Design 2 builds on the design and development skills learned in Web Design 1. Students will expand their knowledge of HTML, as well as learning how to incorporate CSS into the Web development process. Students may also have the opportunity to create functional Web pages for teachers, school clubs, and activities. Business application skills and W3C standards are integrated throughout this course.