

Purpose

The intention of the Business & Computer Science Education Flagship Program is to prepare students to be successful both personally and professionally in our information based society. It is designed to provide a basic overview of current business and information systems and trends, and to introduce students to fundamental skills required for today's business and academic environments. Emphasis is placed on developing fundamental computer skills

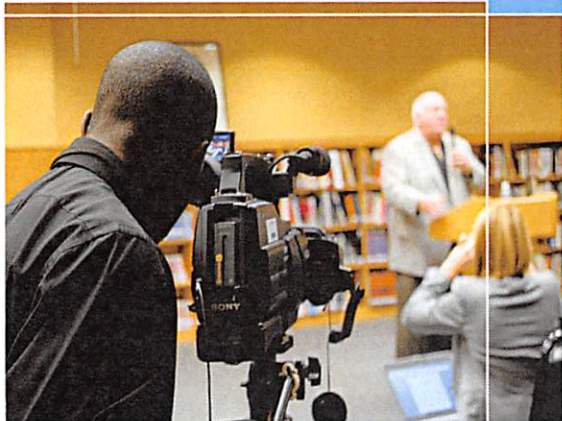


Program Structure

Indian Trails is a Microsoft Office Certified Testing Center. Students who are enrolled in the Business & Computer Science classes have the opportunity to certify in Microsoft Office Word, PowerPoint, Excel, Access, OneNote and Outlook.

Digital Information Technology is a year long, high school credit class that is designed to provide an introduction to information technology concepts and careers as well as the impact information technology has on the world, people, and industry. The content includes; information technology career research, operating systems and software applications, electronic communications including e-mail and Internet services and basic webpage design. This is a hybrid course which means students will receive both online and classroom content and assignments. This course meets the requirements for the practical arts credit and online credit which are both needed for graduation.

Computer Applications in Business is a semester course that provides keyboarding and computer skills needed by students in order to be successful in high school, college and at work. The content of this course includes keyboarding, word processing, spreadsheets and database skills and Microsoft Office software functions.





Program Prerequisites

6th Grade

- Annual passing grade of C or higher in 6th grade science
- Annual passing grade of C or higher in 6th grade mathematics
- *Preferred:* Participation in a technology or computer course

7th Grade

- Annual passing grade of C or higher in 7th grade science
- Annual passing grade of C or higher in 7th grade mathematics
- Completion of wheel course: Introduction to computers & Career Planning
- Participation in after-school FBLA club



Certification Requirements

- Successful completion of the Business & Computer Science course in specific concentration
- Participation in the after-school FBLA program
- Research project specific to the enrolled course concentration
- Participation in the Indian Trails Flagship Showcase

Alternative paths to certification are available upon request.

Indian Trails Middle School

5505 N. Belle Terre Parkway
Palm Coast, Florida 32137
itmsmustangs.com

Business & Computer Science Education



Indian Trails Flagship Program