Hesperia Community Schools

Grade: 11/12   Teacher: Kimberly Smith   Course: Business Math/Personal Finance

Timeline	GLCE"s/HSCE's CCSS	Content What topic(s) is being covered? What do students need to know?	Essential Skills: What do students have to be able to do to connect the content to the skills?	Vocabulary	Assessment: What evidence (products and/or performances is collected to establish that the content and skills have been learned?	Resources What materials, texts, videos, internet, or software support instruction?
Business Math/Personal Finance – Semester 1						
3 Weeks		Chapter 1: Whole Numbers and Decimals Chapter 2: Fractions	Read, write and round numbers. Add, subtract, multiply and divide whole numbers. Use a systematic approach to solve word problems. Estimate. Changing mixed number to improper fractions and improper fractions to missed numbers Write equivalent fractions Add, subtract, multiply and divide fractions and mixed numbers. Change decimals to fractions and fractions to decimals.	Addends, Sum, Minuend, Subtrahend, Difference, Factor, Multiplicand, Multiplier, Product, Divided, Divisor, Quotient, Numerator, Denominator, Proper Fraction, Improper fraction, Mixed number, Equivalent fraction, Greatest common divisor, Reciprocal, Terminating and Repeating decimals,	Chapter 1 Review and Challenge Problems Chapter 1 Test Chapter 2 Review and Challenge Problems Chapter 2 Test	Math for Business and Life Text Math for Business and Life Instructional Resource CD
3 Weeks		Chapter 3: Equations – A Guide to Finding the Unknown Chapter 4: Percents	Understand symbols and exponents. Use order of operations. Work with positive and negative numbers. Use the distributive rule. Understand the balance principle. Solve equations. Write phrases using symbols. Solve word problems with a "word problem guide". Convert decimals to percents and percents to decimals. Convert fractions to percents and percents to fractions. Solve for portion, base, and rate. Solve percentage increase and decrease problems. Find rate of increase or decrease.	Constant, Variable, Coefficient, Exponent, Distributive rule, Percent, Formula, Portion, Base, Rate	Chapter 3 Review and Challenge Problems Chapter 3 Test Chapter 4 Review and Challenge Problems Chapter 4 Test Unit 1 (Chapters 1 thru 4) Vocab Quiz	Math for Business and Life Text Math for Business and Life Instructional Resource CD
3 Weeks		Chapter 5: Trade and Cash Discounts	Find net price for a single trade discount and a series trade discount.	Manufacturers, Wholesalers, Retailers, Consumers, Trade	Chapter 5 Review and Challenge Problems	Math for Business and Life Text

		Chapter 6: Markup and Markdown	Find an equivalent single discount rate. Calculate cash discount and net amount due. Understand discount terminology Determine amount credited for a partial payment. Measure the benefit of cash discounts. Understand the markup formula. Make calculations when markup is in a percent of cost and when it is in a percent of selling price. Calculate and convert percent markups. Calculate markdown and percent markdown. Price products for which a markdown is anticipated.	discounts, Cash discounts, List price, Net price, Series discount, Chain discount, Equivalent single discount rate, COD (cash on delivery), Invoice, Credit period, Discount period, Discount rate, FOB destination, FOB shipping point, Net amount due, Ordinary dating method, Sliding scale discount, Receipt of goods (ROG), End of month (EOM), Markup, Markdown, Percent markup on selling price, Original marked price, Dollar markdown, reduced price, Percent markdown, Price/Cost ratio	Chapter 5 Test Chapter 6 Review and Challenge Problems Chapter 6 Test	Math for Business and Life Instructional Resource CD
2 Weeks		Chapter 7: Checking Accounts	Understand the process used to keep track of a checking account balance. Reconcile a bank statement. Adjust a checking account balance after the reconciliation.	Check, Payee, Payor, Nonsufficient funds Check, Bad check, Bounced check, Automatic teller machine (ATM), Bank Fees, Interest, Automatic withdrawals, Credit memo, Bank statement, Deposit receipt, Bank reconciliation, Outstanding deposit, Outstanding checks	Chapter 7 Review and Challenge Problems Chapter 7 Test	Math for Business and Life Text Math for Business and Life Instructional Resource CD
2 Week		Chapter 8: Payroll	Calculate gross pay from wages. Compare gross pay for different pay periods. Calculate gross pay from piecework and from commissions.	Gross earnings, Salary, Double time, Swing shift, Graveyard shift, Piecework rate, Differential piece rate, Commissions, Sliding	Chapter 8 Review and Challenge Problems Chapter 8 Test	Math for Business and Life Instructional Resource CD

			Calculate FICA withholding Calculate federal income tax withholding. Calculate net pay. Calculate payroll taxes for an employer. Calculate self-employment FICA tax. Determine overpayment or underpayment to the IRS.	scale, Variable commission, Federal Insurance Contributions ACT (FICA), Form W-4, Withholding allowances, Wage-bracket method, Percentage method, Net pay, Federal unemployment tax, State unemployment tax, Merit-rating system, Self-employed, Net income, Estimated payments	Unit 2 (Chapters 5 thru 8) Vocab Quiz	
4.5 Weeks		Chapter 9: Simple and Compound Interest Chapter 10: Future Value and Present Value: Using Formulas	Compare sources of consumer credit. Apply a decision-making process to personal financial choices. Compare the benefits and costs of spending decisions. Compute simple interest and maturity value for loans stated in months or years. Determine maturity date for loans stated in days. Compute simple interest for loans stated in days. Solve for P(principal) and T(time) and R(rate) Understand how compound interest differs from simple interest. Compute compound interest for different compounding periods. Calculate annual percentage yield (APY). Understand time-value-of-money terminology. Find what a single deposit will grow to. Find what a series of deposits will grow to. Find the present value of a single sum to be received in the future.	Principal, Rate of Interest, Term, Due (Maturity) Date, Interest, Maturity Value, Truth in Lending Act, Consumer loans, Finance charges, Bankruptcy, Credit Bureau, Credit Report, Chapter 7 Bankruptcy, Garnishment, Pro-Rata, Annual percentage rate (APR), Ordinary interest, Banker's interest, Prepayment penalty, Payday loans, Periodic rate, Nominal rate, Nominal rate, Annual percentage yield (APY), Time-value-of-money problems, Compounding period, Compound interest formulas, Ordinary annuity, Annuity due, Promissory note, Note rate, Note balance, Par, Premium, Discount, Bondholder, Maturity value, Maturity date, Capital budgeting	Chapter 9 Review and Challenge Problems Chapter 9 Test Chapter 10 Review and Challenge Problems Chapter 10 Test	Math for Business and Life Text Math for Business and Life Instructional Resource CD

			Find the present value for a series of payments.			
.5 Week		**Review & Semester Exam**			*Cumulative Exam Chapters 1-10*	

Business Math/Personal Finance - Semester 2

2.5 Weeks		Chapter 11: Sinking Funds, Annuities, and More: Using Formulas	Understand sinking funds. Find a one-time deposit to reach a goal. Find a periodic deposit to reach a goal. Understand the effect of rate. Calculate the periodic withdrawal for an annuity. Calculate a payment on an installment loan. Calculate a payment on a mortgage loan. Find the remaining term (n).	Short-Term, Long-Term, Fixed asset, Sinking funds, Certificate-of-Deposit, Money market accounts, Corporate or government bonds, Equity investments, Mutual fund plans, Ordinary annuity, Installment loan, Rate of return,	Chapter 11 Review and Challenge Problems Chapter 11 Test	Math for Business and Life Text Math for Business and Life Instructional Resource CD
2.5 Weeks		Chapter 12: Future Value and Present Value: Using Tables	Understand time-value-of-money terminology. Determine future value of single and series deposits. Calculate present value of a single sum to be received in the future. Calculate the present value for a series of payments.	Compounding period, Future value, Compound interest tables, Present value, Promissory note, Yield, Note rate, Note balance, Premium, Discount, Bond, Bondholder, Maturity value, Maturity date, Capital budgeting	Chapter 12 Review and Challenge Problems Chapter 12 Test Unit 3 (Chapters 9 thru 12) Vocab Quiz	Math for Business and Life Text Math for Business and Life Instructional Resource CD
3 Weeks		Chapter 16: Installment Loans and Open-end Credit	Determine the loan amount. Figure finance charge. Figure total cost. Find interest, principal, and remaining balance. Calculate a payoff amount. Evaluate annual and periodic rates. Calculate an average daily balance. Calculate interest for open-end credits.	Promissory note, Collateral, Truth in Lending Act, Disclosure statement, Refinance, Payoff amount, Deficiency judgment, Open-end credit, Revolving credit, Credit cards, Home equity credit lines, Line of credit, Average daily balance,	Chapter 16 Review and Challenge Questions Chapter 16 Test	Math for Business and Life Text Math for Business and Life Instructional Resource CD
3 Weeks		Chapter 17: Home Ownership and Mortgage Loans		Real estate, Mortgage loan, First mortgage, Second mortgage, Default, Deficiency,	Chapter 17 Review and Challenge Questions	Math for Business and Life Text Math for Business

				Real estate appraiser, Real estate broker, Collateral, Loan-to-value ratio, Conventional loan, FHA loan, VA loan, Escrow account, Reserve account, Impound account, Equity, Amortization schedule, Fixed-rate loan, Adjustable-rate mortgage, Balloon payment, Interest-only mortgage, Negative amortization loan, Graduated equity mortgage, Seller financing, Biweekly mortgage, Home-equity loan	Chapter 17 Test	and Life Instructional Resource CD
3 Weeks		Chapter 18: Stocks, Bonds, and Mutual Funds	Calculate dividends. Understand how to buy and sell stock, Calculate a price-earnings ration Understand how bonds work. Understand bond quotations. Calculate net asset value. Understand mutual fund quotations.	Mutual Fund, Corporate stock, Stockholders, Dividends, Retained earnings, Common stock, Preferred stock, Stockbrokerage firms, Stock exchange, New York Stock Exchange, Bull market, Bear market, Dow Jones Industrial Average, Price-earnings ratio, Earnings per share, Bond, Face value, par value, Maturity value, Maturity date, Coupon rate, Zero-coupon bonds, Corporate bonds, U.S. securities, Municipal bonds, Bond reports, Junk bonds, Discount, Premium, Par, Diversification, Net asset value, No-load mutual	Chapter 18 Review and Challenge Questions Chapter 18 Test	Math for Business and Life Text Math for Business and Life Instructional Resource CD

				fund, Front-end load, Back-end load, Closed-end funds, Open-end funds, Capital gains		
2 Weeks		Chapter 20: Financial Statements: How to Read and Interpret	Interpret an income statement for a service company. Interpret an income statement for a merchandising company. Identify assets and liabilities. Determine owner's equity. Evaluate trends through vertical and horizontal analysis. Evaluate business ratios	Income Statement, Profit and loss statement, Operating statement, Profit, Loss, Net income, Cost of goods sold, Net sales, Gross profit, Balance sheet, Assets, Liabilities, Current assets, Investment assets, Intangible assets, Current liabilities, Long-term liabilities, Personal financial statement, General partnership, Limited partnership, Dividends, S Corporation, Comparative statement, Vertical analysis, Horizontal analysis, Ratio	Chapter 20 Review and Challenge Questions

Chapter 20 Test | Math for Business and Life Text

Math for Business and Life Instructional Resource CD |
| 2 Weeks | | Chapter 21: Inventory and Overhead | Identify ways to avoid or correct credit problems. Use the specific identification | Inventory, Perpetual inventory, Periodic inventory, Specific | On-line Quiz: M30: Your Credit Rating | Math for Business and Life Text |

			inventory method. Use the weighted average inventory method. Use the first-in, first-out inventory method (FIFO) Use the last-in, first-out inventory method (LIFO) Determine the effect of ending inventory on profit and equity. Allocate overhead.	identification, FIFO, LIFO, Common Expenses (Overhead), Utility expense, Advertising expense, Rent expense,	Chapter 21 Test	Math for Business and Life Instructional Resource CD
1 Week		**Review and Semester Exam**			Cumulative Exam Covering 2nd Semester Chapters and Dave Ramsey Series Materials	