

Business On-Line

The following programs are available to any Washington State high school student and can be done on-line without interfering with the classes at your regular high school. The Washington State Legislature believes so much in Skills Centers that they have provided enough money that you can take your regular classes at your high school and still take on-line classes at Puget Sound Skills Center (PSSC). Below are some of the business programs being offered as “stand-alone”, on-line programs with .5 elective credit each.

LEADERSHIP AND MANAGEMENT IN BUSINESS

Discover your passion in the world of work beyond the classroom!

More than ever before, businesses are in need of great employees who can ultimately lead and manage other employees. Earn .5 Credits EACH available in the following * mini-programs:

***Getting a Job and Building a Career**

The world of work is always more fun and interesting if you are doing something you really enjoy. Your instructor says, “I have really loved going to work every day. I have really enJOYed my work every day – that is what I want for every student whose life I am able to touch.” Let this instructor help you find what you really like to do, how to get paid well at work for doing what you like to do, and how to build a plan to get from where you are to where you want to go with your career.

***Introduction to Employment Laws**

What are your rights as an employee? What laws must employers always honor in our city, state and country? Too many unethical businesses today are treating employees unfairly and even unethically and illegally. If you want to know how to always protect yourself from an unscrupulous employer or just a poor supervisor or manager, this program will insure you always know and exercise your rights as an employee.

***The Portfolio and Its' Use: The BEST Tool for Career Development**

Portfolio's have been used within many industries for literally hundreds of years. They are still a really new concept for high school students and many industries. Join this instructor in developing and using your Portfolio so that this tool will help you insure you get the job you want each and every time you want it. This program includes an in-depth understanding of the Staffing Processes inside of businesses. If you understand them more deeply you will know how important each step is and how to get the interview and “ace” it!

***Working at an Internship of YOUR Passion**

A former student in this program always thought he wanted to be a Financial Planner. After doing a four month internship he found he HATED financial planning. He came to this instructor and said, “What if I had gone to college, gotten my four year degree in Finance and found out four months into the work that I hated it. That would have been a huge waste of my time and my money!” Since the day he figured this out as a result of doing that first internship he has been working at his passion with people in the company he wants – while finishing college. Let this instructor help you learn how to find an internship and find out if that is what you really want to do for your life's work.

***Introduction to TODAY'S Businesses**

This program is a broad overview of today's local, national and international work places. This program will allow students to deeply understand businesses by industry and geography and to know and understand what to expect when starting that first real job beyond high school.

***Introduction to Human Resources Careers**

Every business in the world has one or more people who are responsible for managing human resources (people). Learn all about this high demand, high paid career field and the many dozens of different career paths within the field. Whether you are a highly introverted numbers person (payroll, benefits, time keeping, etc.) or a highly extraverted people person (recruiting, staffing, designing job retention programs, etc.) – you may be surprised to find that this can be an excellent career path for you!

There is still room in the programs. Register NOW! More information? Contact: Sherryl Gunnels, 2007 Washington State Tech Prep Teacher of the Year, gunnels@hsd401.org or 206.631.7315

SHARE THIS WITH A FRIEND!!!