

CENTRAL HIGH SCHOOL

Ag Business Operations

Bill Bretzman

COURSE SYLLABUS

Course Description:

This course is designed to develop students' knowledge and skills in the area of agribusiness operations. Instructional units include the organization and functions of agricultural businesses, agricultural business math, agricultural business procedures including microcomputer applications and human relations' skills, as well as sales-related duties. Another goal of this course is to increase student knowledge and skills in appropriate agricultural product and service areas indicated by regional and/or state labor market data. Because FFA and Supervised Agricultural Experience Programs (SAEPs) are integral components of this course, students are required to maintain SAEPs and will participate in activities of the FFA organization and will be required to be FFA members. Students will also be required to perform 6 hours of work outside of school in the Central FFA COOP Feed Store per semester.

Course Objectives:

Upon the successful completion of this course, students will be able to:

Explain and understand how to structure a business.

Develop a marketing plan.

Advertise a product or service.

Create a sales display.

Make a sales presentation to a potential customer.

Receive telephone orders.

Handle customer complaints.

Understand Supply and Demand Economic.

Calculate time value and future value of money.

Understand Risk management.

Keep financial records.

Understand and be able to apply for a loan.

Understand the concepts in investing.

Required Class Materials:

You are required to bring to class: paper, writing utensil, 3 ring binder, flash drive (or storage device). A simple calculator is also recommended.

Text: none

Course Outline:

1st Semester

2 wks – Agri-business in the Free Enterprise System

3 wks – Understanding Ag Business Structures

6 wks – Marketing Agricultural Products

2wks – Basic Economic Principles

3 wks - Risk Management

2 wks – SAE

2nd Semester

2 wks – SAE recordkeeping

3 wks – Financing

3 wks – Taxes

4 wks – Operating an Ag Business

2 wks – Financial Investment

2 wks – Agricultural Law

2 wks – Keeping and using records.

Major Assignments:

Sales Presentation (end of Oct.)

Completion of Supervised Agriculture Experience record book (Jan. 15)

Complete 1 FFA activity per semester.

Work a minimum of 6 hours in FFA Co-OP per semester.

Grading:

Skyward Name	Category	Weight
Tests	Assessments	35%
In-Class work	Assignments/Labs/Reports/Participation	50%
Homework	SAE & Recordkeeping	10%
Participation	FFA Participation	5%

Class Policies / Procedures / Expectations:

1. Students will be in their seat on time, with writing utensils, 3 ring notebooks, due assignments and any other materials needed for class that day.
2. Students will conduct themselves in a manner that allows everyone the right to a good learning environment.
3. Students shall leave materials and objects in the classroom and/or lab alone unless instructed or given permission to use them.
4. Students will participate in classroom and/or lab instruction and activities at all times.
5. Students will be dismissed from class when all materials are returned to proper storage area and teacher verbally dismisses them.
6. Students will confer with teacher if they feel all possible tasks have been completed.
7. Students' heads will be in an upright attentive position without the support of their arms and hands.
8. Students will contact me the day they return from an absence, to update student on missed classroom/lab/greenhouse activities.

Miscellaneous: FFA is an integral role of agriculture education. Students are required to be a member of the organization, and attend 1 activity per month. The activity can be a chapter meeting, contest, convention, community service project, etc. \$10 dues are due October 1, 2009

Students must work outside of the classroom hours at the department cooperative. Student hours will be worked during regular coop hours (Tuesday 3:30-5:30 pm and Saturday 8:00 -11:30 am). Meeting the minimum hours required/semester will be reflected as 50% of the semester exam.

Instructor Contact:

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