

# Business Management & Computer Careers

## Step ahead!

**Get the skills and experience that will put you a step ahead, be it in college or a rewarding career.**

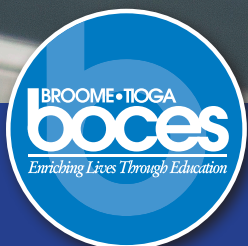
**Learn to start your own business while working with local business owners**

**Learn Adobe Photoshop and other graphic design programs**

**Become proficient in Microsoft Office**

**"Business Management helped me understand my future and gave me a new place to learn and make friends."**

- Jake Germaine, 2019 graduate



**Call 763-3343**

# Business Management and Computer Careers

## Program highlights

- Develop business plans
- Design and manage a simulated small business
- Participate in paid and unpaid co-ops and internships
- Create a customized commercial business
- Train on current versions of Microsoft Office and Adobe software



## High school academic credit

This course has received program approval through the New York State Education Department, enabling students to earn one unit of integrated and/or specialized English language arts, math and/or science credit.

## Step ahead to college

All career and technical courses have articulation agreements or opportunities for concurrent credits with post-secondary institutions and/or unions.

## College choices

These schools, along with many others across the country, offer programs in the business management field.

- SUNY Broome
- SUNY Cortland
- SUNY Cobleskill
- SUNY Oswego

## Step ahead to a promising career

Students who successfully complete this program are prepared for the workforce. Below are a few examples of jobs awaiting successful students.

- Entrepreneur
- Secretary
- Customer service representative
- Office administrative assistant

