

Standards Correlations

Accounting, Advanced (6321)

Task	SOL Correlations
Demonstrating Personal Qualities and Abilities	
Demonstrate creativity and innovation.	<p>English: 6.1, 6.3, 6.4, 6.6, 6.7, 6.9, 7.1, 7.3, 7.4, 7.6, 7.7, 7.9, 8.1, 8.3, 8.4, 8.6, 8.7, 8.9, 9.1, 9.5, 9.6, 9.8, 10.1, 10.5, 10.6, 10.8, 11.1, 11.5, 11.6, 11.8, 12.1, 12.5, 12.6, 12.8</p> <p>History and Social Science: CE.1, CE.4, GOVT.1, USI.1, USII.1, VUS.1, WG.1, WG.4, WHI.1, WHII.1</p> <p>Mathematics: 6.1, 6.2, 6.3, 6.4, 6.5, 6.6, 6.7, 6.10, 6.11, 6.12, 7.2, 7.3, 7.8, 7.9, 8.2, 8.4, 8.6, 8.7, 8.11, 8.12, 8.17, 8.18, A.9, AFDA.3, AFDA.4, AFDA.5, AFDA.6, AFDA.7, AFDA.8, AII.9, COM.1, COM.3, COM.4, COM.5, COM.8, DM.7, DM.1*, DM.10, DM.2*, DM.3*, PS.3*, PS.4*, PS.7*, PS.9*, PS.10*</p> <p>Science: 6.1, BIO.1, CH.1, ES.1, LS.1, PS.1</p>
Demonstrate critical thinking and problem solving.	<p>English: 6.1, 6.3, 6.4, 6.5, 6.6, 6.7, 6.9, 7.1, 7.3, 7.4, 7.5, 7.6, 7.7, 7.9, 8.1, 8.3, 8.4, 8.5, 8.6, 8.7, 8.9, 9.1, 9.5, 9.6, 9.8, 10.1, 10.5, 10.6, 10.8, 11.1, 11.5, 11.6, 11.8, 12.1, 12.5, 12.6, 12.8</p> <p>History and Social Science: CE.1, CE.4, CE.11, GOVT.1, USI.1, USII.1, VUS.1, WG.1, WG.4, WHI.1, WHII.1</p> <p>Mathematics: 6.1, 6.2, 6.3, 6.4, 6.5, 6.6, 6.10, 6.11, 7.2, 7.3, 7.8, 7.12, 7.13, 8.2, 8.4, 8.8, 8.9, 8.10, 8.11, A.8, A.9, G.1, G.13, G.14, AFDA.3, AFDA.5, AFDA.8, AII.9, AII.10, AII.11, COM.1, COM.3, COM.4, COM.5, COM.8, DM.4, DM.7, DM.1*, DM.2*, DM.3*, DM.9*, PS.9*, PS.10*</p> <p>Science: 6.1, BIO.1, CH.1, ES.1, LS.1, PS.1</p>
Demonstrate initiative and self-direction.	<p>English: 6.1, 6.4, 6.6, 6.7, 6.9, 7.1, 7.4, 7.6, 7.7, 7.9, 8.1, 8.4, 8.6, 8.7, 8.9, 9.1, 9.5, 9.6, 9.8, 10.1, 10.5, 10.6, 10.8, 11.1, 11.5, 11.6, 11.8, 12.1, 12.5, 12.6, 12.8</p> <p>History and Social Science: CE.1, CE.4, CE.11, GOVT.1, USI.1, USII.1, VUS.1,</p>

Task	SOL Correlations
	WG.1, WHI.1, WHII.1
Demonstrate integrity.	English: 6.1, 7.1, 8.1, 9.1, 9.5, 10.1, 10.5, 11.1, 11.5, 12.1, 12.5 History and Social Science: CE.1, CE.3, CE.4, GOVT.1, GOVT.16, USI.1, USII.1, VUS.1, WG.1, WHI.1, WHII.1
Demonstrate work ethic.	English: 6.1, 7.1, 8.1, 9.1, 10.1, 11.1, 12.1 History and Social Science: CE.1, CE.4, CE.14, GOVT.1, GOVT.16, USI.1, USII.1, VUS.1, WG.1, WHI.1, WHII.1 Science: CH.1
Demonstrating Interpersonal Skills	
Demonstrate conflict-resolution skills.	English: 6.1, 6.2, 6.4, 6.6, 6.7, 6.9, 7.1, 7.2, 7.4, 7.6, 7.7, 7.9, 8.1, 8.2, 8.4, 8.6, 8.7, 8.9, 9.1, 10.1, 11.1, 12.1 History and Social Science: CE.1, CE.4, GOVT.1, USI.1, VUS.1
Demonstrate listening and speaking skills.	English: 6.1, 6.2, 6.4, 6.6, 7.1, 7.2, 7.4, 7.6, 8.1, 8.2, 8.4, 8.6, 9.1, 10.1, 11.1, 12.1 History and Social Science: CE.1, CE.4, GOVT.1, USI.1, USII.1, VUS.1, WG.1, WHI.1, WHII.1
Demonstrate respect for diversity.	English: 6.1, 7.1, 8.1, 9.1, 10.1, 11.1, 12.1 History and Social Science: CE.1, CE.3, CE.4, GOVT.1, GOVT.16, USI.1, USII.1, USII.9, VUS.1, VUS.13, WG.1, WHI.1, WHII.1
Demonstrate customer service skills.	English: 6.1, 6.4, 6.7, 7.1, 7.4, 7.7, 8.1, 8.4, 8.7, 9.1, 9.5, 9.6, 10.1, 10.5, 10.6, 11.1, 11.5, 11.6, 12.1, 12.5, 12.6 History and Social Science: CE.1, CE.4, GOVT.1, GOVT.16, USI.1, USII.1, VUS.1, WG.1, WHI.1, WHII.1
Collaborate with team members	English: 6.1, 7.1, 8.1, 9.1, 10.1, 11.1, 12.1 History and Social Science: CE.1, CE.3, CE.4, GOVT.1, GOVT.16, USI.1, USII.1, VUS.1, WG.1, WHI.1, WHII.1
Demonstrating Professional Competencies	
Demonstrate big-picture thinking.	English: 6.1, 6.4, 7.1, 7.4, 8.1, 8.4, 9.1, 9.5, 10.1, 10.5, 11.1, 11.5, 12.1, 12.5 History and Social Science: CE.1, CE.4, CE.12, GOVT.1, GOVT.15, USI.1,

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	USII.1, VUS.1, WG.1, WHI.1, WHII.1
Demonstrate career- and life-management skills.	English: 6.1, 6.7, 7.1, 7.7, 8.1, 8.7, 9.1, 9.6, 10.1, 10.6, 11.1, 11.6, 12.1, 12.6 History and Social Science: CE.1, CE.4, CE.12, CE.14, GOVT.1, USI.1, USII.1, VUS.1, WG.1, WHI.1, WHII.1 Mathematics: 8.4
Demonstrate continuous learning and adaptability.	English: 6.1, 6.4, 6.7, 6.9, 7.1, 7.4, 7.7, 7.9, 8.1, 8.4, 8.7, 8.9, 9.1, 9.5, 9.6, 9.8, 10.1, 10.5, 10.6, 10.8, 11.1, 11.5, 11.6, 11.8, 12.1, 12.5, 12.6, 12.8 History and Social Science: CE.1, CE.3, CE.4, CE.14, GOVT.1, USI.1, USII.1, VUS.1, WG.1, WHI.1, WHII.1 Science: BIO.1, CH.1, LS.1, PH.1, PH.4, PS.1
Manage time and resources.	English: 6.1, 6.2, 6.4, 6.7, 6.9, 7.1, 7.2, 7.4, 7.7, 7.9, 8.1, 8.2, 8.4, 8.7, 8.9, 9.1, 9.5, 9.6, 9.8, 10.1, 10.5, 10.6, 10.8, 11.2, 11.5, 11.6, 11.8, 12.2, 12.5, 12.6, 12.8 History and Social Science: CE.1, CE.4, CE.11, GOVT.1, USI.1, USII.1, VUS.1, WG.1, WHI.1, WHII.1 Mathematics: 6.10, 6.11, 6.12, 7.2, 7.3, 7.8, 7.9, 7.10, 7.11, 7.12, 7.13, 8.4, 8.11, 8.12, 8.13, 8.14, 8.17, 8.18, A.4, A.5, A.8, A.9, AFDA.3, AFDA.4, AFDA.5, AFDA.6, AFDA.7, AFDA.8, COM.1, COM.3, COM.5, COM.8
Demonstrate information-literacy skills.	English: 6.1, 6.2, 6.4, 6.6, 6.7, 6.9, 7.1, 7.2, 7.3, 7.4, 7.6, 7.7, 7.9, 8.1, 8.2, 8.3, 8.4, 8.6, 8.7, 8.9, 9.2, 9.5, 9.6, 9.8, 10.2, 10.5, 10.6, 10.8, 11.2, 11.5, 11.6, 11.8, 12.2, 12.5, 12.6, 12.8 History and Social Science: CE.1, CE.4, CE.14, GOVT.1, USI.1, USII.1, VUS.1, WG.1, WHI.1, WHII.1 Mathematics: 6.10, 6.11, 7.8, 7.9, 8.11, 8.12, A.8, A.9, AFDA.3, AFDA.4, AFDA.6, AFDA.7, AFDA.8, DM.8, PS.1*, PS.2*, PS.3*, PS.4*, PS.7*, PS.8*, PS.9*, PS.10* Science: 6.1, BIO.1, CH.1, ES.1, LS.1, PH.1, PS.1
Demonstrate an understanding of information security.	English: 6.1, 6.2, 6.3, 6.4, 6.6, 6.7, 6.8, 6.9, 7.1, 7.2, 7.3, 7.4, 7.6, 7.7, 7.8, 7.9, 8.1, 8.2, 8.3, 8.4, 8.6, 8.7, 8.8, 8.9, 9.1, 9.2, 9.5, 9.6, 9.8, 10.1, 10.2, 10.5, 10.6, 10.8, 11.1, 11.2, 11.5, 11.6, 11.8, 12.1, 12.2, 12.5, 12.6, 12.8 History and Social Science: CE.1, CE.4, CE.14, GOVT.1, USI.1, USII.1, VUS.1,

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	WG.1, WHI.1, WHII.1 Mathematics: COM.10
Maintain working knowledge of current information-technology (IT) systems.	English: 6.1, 6.3, 6.4, 6.6, 6.9, 7.1, 7.3, 7.4, 7.6, 7.9, 8.1, 8.3, 8.4, 8.6, 8.9 History and Social Science: CE.1, CE.4, CE.14, GOVT.1, USI.1, USII.1, VUS.1, WG.1, WHI.1, WHII.1 Mathematics: 7.8, COM.1, COM.2, COM.7, COM.9, COM.10, COM.11, COM.16, COM.18, PS.17 Science: BIO.1, CH.1, ES.1, PH.1
Demonstrate proficiency with technologies, tools, and machines common to a specific occupation.	History and Social Science: CE.1, CE.4, CE.14, GOVT.1, USI.1, USII.1, VUS.1, WG.1, WHI.1, WHII.1 Mathematics: 6.10, 6.11, 7.9, 8.4, A.7, A.8, A.9, AFDA.1, AFDA.3, AFDA.5, AII.4, AII.7, AII.9, COM.1, COM.7, COM.10, COM.11, COM.12, COM.16 Science: CH.1, ES.1, LS.1, PH.1, PS.1
Apply mathematical skills to job-specific tasks.	English: 6.4, 6.6, 6.7, 7.4, 7.6, 7.7, 8.4, 8.6, 8.7, 9.5, 9.6, 10.5, 10.6, 11.5, 11.6, 12.5, 12.6 History and Social Science: CE.1, CE.4, CE.14, GOVT.1, USI.1, USII.1, VUS.1, WG.1, WHI.1, WHII.1 Mathematics: 6.1, 6.2, 6.5, 6.6, 6.12, 6.13, 6.14, 7.1, 7.2, 7.3, 7.4, 7.5, 7.6, 7.8, 7.9, 7.11, 7.12, 7.13, 8.4, 8.5, 8.6, 8.8, 8.9, 8.10, 8.11, 8.12, 8.13, 8.14, 8.15, 8.16, 8.17, 8.18, A.1, A.3, A.4, A.5, A.7, A.8, A.9, AFDA.1, AFDA.3, AFDA.5, AFDA.8, AII.3, AII.7, AII.9, AII.10, COM.1, COM.7 Science: 6.1, BIO.1, CH.1, ES.1, LS.1, PH.1, PS.1
Demonstrate professionalism.	English: 6.1, 7.1, 8.1, 9.1, 10.1, 11.1, 12.1 History and Social Science: CE.1, CE.4, CE.14, GOVT.1, USI.1, USII.1, VUS.1, WG.1, WHI.1, WHII.1
Demonstrate reading and writing skills.	English: 6.1, 6.6, 6.7, 7.1, 7.6, 7.7, 8.1, 8.6, 8.7, 9.1, 9.5, 9.6, 9.7, 10.1, 10.5, 10.6, 10.7, 11.1, 11.5, 11.6, 11.7, 12.1, 12.5, 12.6, 12.7 History and Social Science: CE.1, CE.4, GOVT.1, USI.1, USII.1, VUS.1, WG.1, WHI.1, WHII.1 Science: 6.1, PH.1, PS.1

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Demonstrate workplace safety.	English: 6.4, 7.4, 8.4, 9.5, 10.5, 11.5, 12.5 History and Social Science: CE.1, CE.4, GOVT.1, USI.1, USII.1, VUS.1, WG.1, WHI.1, WHII.1 Science: CH.1
Examining All Aspects of an Industry	
Examine aspects of planning within an industry/organization.	History and Social Science: GOVT.16
Examine aspects of management within an industry/organization.	
Examine aspects of financial responsibility within an industry/organization.	
Examine technical and production skills required of workers within an industry/organization.	
Examine principles of technology that underlie an industry/organization.	
Examine labor issues related to an industry/organization.	History and Social Science: GOVT.16
Examine community issues related to an industry/organization.	History and Social Science: GOVT.16
Examine health, safety, and environmental issues related to an industry/organization.	History and Social Science: GOVT.16
Addressing Elements of Student Life	
Identify the purposes and goals of the student organization.	
Explain the benefits and responsibilities of membership in the student organization as	

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a student and in professional/civic organizations as an adult.	
Demonstrate leadership skills through participation in student organization activities, such as meetings, programs, and projects.	
Identify Internet safety issues and procedures for complying with acceptable use standards.	
Exploring Work-Based Learning	
Identify the types of work-based learning (WBL) opportunities.	
Reflect on lessons learned during the WBL experience.	
Explore career opportunities related to the WBL experience.	
Participate in a WBL experience, when appropriate.	
Using Technology to Implement Accounting Procedures	
Perform accounting procedures, using spreadsheet or accounting software.	<p>English: 11.2, 12.2</p> <p>Mathematics: COM.7</p> <p>FBLA Competitive Events and Activities Areas:</p> <ul style="list-style-type: none"> Accounting I Accounting II Banking and Financial Systems Business Financial Plan Business Plan Entrepreneurship

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	<p>The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook.</p> <p>Global Business</p> <p>The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook.</p> <p>Introduction to Financial Math</p> <p>Management Decision Making</p> <p>The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p> <p>Personal Finance</p> <p>Securities and Investments</p> <p>Spreadsheet Applications</p> <p>NBEA Achievement Standards for Accounting: Apply information technology to conduct financial analysis. Describe the impact of technology on the accounting process.</p>
Create computer-generated reports.	<p>English: 11.1, 12.1</p> <p>Mathematics: COM.1, COM.4, COM.7, COM.10, COM.11</p> <p>FBLA Competitive Events and Activities Areas:</p> <p>Accounting I</p> <p>Accounting II</p> <p>Banking and Financial Systems</p> <p>Business Financial Plan</p> <p>Business Plan</p> <p>Computer Applications</p> <p>Database Design & Applications</p>

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	<p>Entrepreneurship The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook.</p> <p>Global Business The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook.</p> <p>Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p> <p>Personal Finance Securities and Investments Spreadsheet Applications</p> <p>NBEA Achievement Standards for Accounting: Describe the impact of technology on the accounting process.</p>
Apply technology used in the accounting profession.	<p>English: 11.2, 12.2</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Financial Plan Business Plan Computer Applications Database Design & Applications Entrepreneurship The topic for this event changes from year to year. The annual topic may or may</p>

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Understanding Accounting Concepts for Inventory	
<p>Explain the differences between a perpetual inventory system and a periodic inventory system.</p>	<p>English: 11.5, 12.5</p> <p>FBLA Competitive Events and Activities Areas:</p> <p>Accounting I</p> <p>Accounting II</p> <p>Banking and Financial Systems</p> <p>Business Financial Plan</p> <p>Business Plan</p> <p>Computer Applications</p> <p>Entrepreneurship</p> <p>The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook.</p>

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	<p>Global Business The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook.</p> <p>Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p> <p>Personal Finance Securities and Investments Spreadsheet Applications</p> <p>NBEA Achievement Standards for Accounting: Explain the difference between the periodic and perpetual inventory methods.</p>
Record transactions, using a perpetual and periodic inventory system.	<p>English: 11.6, 12.6</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p> <p>Spreadsheet Applications</p> <p>NBEA Achievement Standards for Accounting: Determine the cost of inventory for merchandising and manufacturing businesses and apply appropriate valuation methods.</p>

Task	SOL Correlations
	<p>Determine the costs of property, plant and equipment, natural resources, and intangible assets.</p> <p>Explain the difference between the periodic and perpetual inventory methods.</p>
<p>Determine the cost of merchandise inventory, using current costing methods.</p>	<p>English: 11.5, 12.5</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook Spreadsheet Applications</p> <p>NBEA Achievement Standards for Accounting: Determine the cost of inventory for merchandising and manufacturing businesses and apply appropriate valuation methods. Explain the difference between the periodic and perpetual inventory methods.</p>
<p>Prepare a multiple-step income statement.</p>	<p>English: 11.2, 12.2</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p>

Task	SOL Correlations
	Spreadsheet Applications
Calculate inventory turnover ratios.	<p>Mathematics: A.1, AII.1</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook Spreadsheet Applications</p> <p>NBEA Achievement Standards for Accounting: Determine the cost of inventory for merchandising and manufacturing businesses and apply appropriate valuation methods.</p>
Analyze obsolete, damaged, or slow-moving inventory.	<p>English: 11.5, 12.5</p> <p>Mathematics: PS.1*</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook Spreadsheet Applications</p>

Task	SOL Correlations
	<p>NBEA Achievement Standards for Accounting: Determine the cost of inventory for merchandising and manufacturing businesses and apply appropriate valuation methods. Explain the difference between the periodic and perpetual inventory methods.</p>
<p>Identify security considerations related to inventory.</p>	<p>English: 11.5, 12.5</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Cyber Security Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook Spreadsheet Applications</p> <p>NBEA Achievement Standards for Accounting: Identify and apply internal control procedures used to safeguard assets and ensure the integrity of the accounting information system.</p>
<p>Understanding Accounting Concepts for Inventory</p>	
<p>Calculate the cost of fixed assets.</p>	<p>Mathematics: A.1</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math</p>

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	<p>Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook Spreadsheet Applications</p> <p>NBEA Achievement Standards for Accounting: Determine the costs of property, plant and equipment, natural resources, and intangible assets. Determine the impact on the financial statements when assets are sold, disposed, or rendered obsolete.</p>
Compare the methods of calculating depreciation.	<p>English: 11.5, 12.5</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook Spreadsheet Applications</p> <p>NBEA Achievement Standards for Computation: Calculate average annual depreciation. Calculate the annual and accumulated depreciation or cost recovery of plant assets (e.g., straight-line, declining balance, Accelerated Cost Recovery System, and IRS methods).</p>
Record the depreciation of plant assets.	English: 11.1, 12.1

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Record the sale, trade-in, and disposal of plant assets.	<p>English: 11.6, 12.6</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook Spreadsheet Applications</p>

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	<p>NBEA Achievement Standards for Accounting: Determine the costs of property, plant and equipment, natural resources, and intangible assets. Determine the impact on the financial statements when assets are sold, disposed, or rendered obsolete.</p>
Analyzing Notes/Accounts Payable and Receivable	
Identify notes payable and notes receivable activities.	<p>English: 11.5, 12.5</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook Spreadsheet Applications</p> <p>NBEA Achievement Standards for Accounting: Calculate the cost of borrowed funds and determine the impact on the financial statements. Record transactions for accounts payable and other short-term debt.</p> <p>NBEA Achievement Standards for Computation: Calculate bank discount and proceeds on a discounted note.</p>
Calculate notes payable and notes receivable activities.	<p>Mathematics: A.1, A.2, A.3, A.4, AII.1, AII.3</p> <p>FBLA Competitive Events and Activities Areas:</p>

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	Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook Spreadsheet Applications
Journalize entries for issuing and collecting a note.	English: 11.6, 12.6 FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Spreadsheet Applications NBEA Achievement Standards for Accounting: Explain the accounting methods used to determine the value of accounts receivable to be reported on the balance sheet and describe the effect on the income statement. Record transactions for accounts receivable, including uncollectible accounts, write-offs, and recoveries. NBEA Achievement Standards for Computation: Calculate bank discount and proceeds on a discounted note.
Describe the relationship between the Bad Debts Expense Account and Allowance for Doubtful Accounts when recording bad debts.	English: 11.5, 12.5 FBLA Competitive Events and Activities Areas: Accounting I

Task	SOL Correlations
	Accounting II Banking and Financial Systems Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook Spreadsheet Applications
Record for doubtful accounts receivable.	English: 11.5, 12.5 FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook Spreadsheet Applications NBEA Achievement Standards for Accounting: Explain the accounting methods used to determine the value of accounts receivable to be reported on the balance sheet and describe the effect on the income statement.
Describe the purpose of aging accounts receivable.	English: 11.5, 12.5 Mathematics: A.1, A.4, AII.1 FBLA Competitive Events and Activities Areas: Accounting I

Task	SOL Correlations
	Accounting II Banking and Financial Systems Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook Spreadsheet Applications
Prepare an aging of accounts receivable report.	English: 11.6, 12.6 FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook Spreadsheet Applications
Record adjustments for accrued expenses.	English: 11.6, 12.6 Mathematics: A.1, A.4, AII.1 FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Spreadsheet Applications

Task	SOL Correlations
	<p>NBEA Achievement Standards for Accounting: Describe the criteria used to determine expense recognition. Distinguish between expenses and losses. Distinguish between the accrual basis of accounting and the cash basis of accounting and discuss the impact each has on the financial statements.</p>
<p>Record adjustments for accrued and deferred income.</p>	<p>English: 11.6, 12.6</p> <p>Mathematics: A.1, A.4, AII.1</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Spreadsheet Applications</p> <p>NBEA Achievement Standards for Accounting: Describe the criteria used to determine revenue recognition. Distinguish between revenue and gains. Distinguish between the accrual basis of accounting and the cash basis of accounting and discuss the impact each has on the financial statements. Record revenue-related transactions.</p>
Exploring Specialized Accounting Systems	
<p>Examine procedures for decentralized (e.g., departmental or branch) accounting systems.</p>	<p>English: 11.5, 12.5</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math</p>

Task	SOL Correlations
	<p>Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook Spreadsheet Applications</p> <p>NBEA Achievement Standards for Accounting: Assess the financial condition and operating results of a company and analyze and interpret financial statements and information to make informed business decisions. Explain how the different types of business operations are reflected in the financial statements.</p>
Perform budgetary planning and review and other financing activities.	<p>English: 11.5, 12.5</p> <p>Mathematics: A.1, A.4, AII.1</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Financial Plan Business Plan Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook Spreadsheet Applications</p> <p>NBEA Achievement Standards for Accounting: Assess the financial condition and operating results of a company and analyze</p>

Task	SOL Correlations
	<p>and interpret financial statements and information to make informed business decisions.</p> <p>Perform a horizontal and vertical analysis of the income statement and balance sheet.</p>
Identify procedures for manufacturing accounting.	<p>English: 11.5, 11.6, 12.5, 12.6</p> <p>FBLA Competitive Events and Activities Areas:</p> <p>Accounting I</p> <p>Accounting II</p> <p>Banking and Financial Systems</p> <p>Business Financial Plan</p> <p>Business Plan</p> <p>Introduction to Financial Math</p> <p>Management Decision Making</p> <p>The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p> <p>NBEA Achievement Standards for Accounting:</p> <p>Explain and compare the behavior of fixed, variable, and mixed costs.</p> <p>Explain how to use activity-based costing and why it is used.</p> <p>Explain the accounting methods used to determine the value of accounts receivable to be reported on the balance sheet and describe the effect on the income statement.</p> <p>Explain the purpose of cost allocation.</p> <p>Identify and describe generally accepted accounting principles (GAAP), and explain how the application of GAAP impacts the recording of financial transactions and the preparation of financial statements.</p> <p>Identify and describe the cost flow assumptions for inventory and explain the impact on the balance sheet and income statement.</p>

Task	SOL Correlations
Implementing Accounting for a Partnership	
Identify the components of a partnership agreement.	<p>English: 11.5, 12.5</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Financial Plan Business Law Business Plan Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p> <p>NBEA Achievement Standards for Accounting Describe the different forms of business ownership and the advantages and disadvantages of each form. Explain how the different forms of business ownership are reported in the financial statements. Identify the different types of business operations.</p>
Record the entry for formation of a partnership.	<p>English: 12.5</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Financial Plan Business Law Business Plan</p>

Task	SOL Correlations
	<p>Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook Spreadsheet Applications</p>
Perform end-of-period activities for a partnership.	<p>English: 11.2, 12.2</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Law Introduction to Financial Math Spreadsheet Applications</p> <p>NBEA Achievement Standards for Accounting: Develop an understanding and working knowledge of an annual report and financial statements. Identify and describe generally accepted accounting principles (GAAP), and explain how the application of GAAP impacts the recording of financial transactions and the preparation of financial statements. Identify and explain the business activities reported in a statement of cash flows (operating, investing, financing). Identify sources for obtaining financial reports. Identify the classifications in an income statement and explain their relationship to each other (revenue, expense, gains, losses). Record equity-related transactions.</p>
Record the distribution of earnings.	<p>English: 11.6, 12.6</p> <p>FBLA Competitive Events and Activities Areas:</p>

Task	SOL Correlations
	<p>Accounting I Accounting II Banking and Financial Systems Business Law Introduction to Financial Math Spreadsheet Applications</p> <p>NBEA Achievement Standards for Accounting: Explain how operating results, capital contributions, and distribution of earnings affect equity for the various types of ownership structures. Record equity-related transactions. Record revenue-related transactions.</p>
Record the admittance of a new partner and the withdrawal of a partner.	<p>English: 11.6, 12.6</p> <p>History and Social Science: GOVT.14, GOVT.15</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Law Introduction to Financial Math Spreadsheet Applications</p>
Record the dissolution of a partnership.	<p>English: 11.2, 12.2</p> <p>History and Social Science: GOVT.14, GOVT.15</p> <p>Mathematics: A.1, A.4, AII.1</p> <p>FBLA Competitive Events and Activities Areas: Accounting I</p>

Task	SOL Correlations
	<p>Accounting II Banking and Financial Systems Business Law Introduction to Financial Math Spreadsheet Applications</p> <p>NBEA Achievement Standards for Accounting: Explain how operating results, capital contributions, and distribution of earnings affect equity for the various types of ownership structures. Explain how the different forms of business ownership are reported in the financial statements. Explain how the different types of business operations are reflected in the financial statements. Record equity-related transactions.</p>
Implementing Accounting for a Corporation	
Distinguish the characteristics, advantages, and disadvantages of a corporation.	<p>English: 11.3, 11.5, 12.3, 12.5</p> <p>History and Social Science: GOVT.14, GOVT.15</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Law Introduction to Business Introduction to Financial Math</p> <p>NBEA Achievement Standards for Accounting: Describe the different forms of business ownership and the advantages and disadvantages of each form. Identify the different types of business operations.</p>

Task	SOL Correlations
Identify the differences between preferred stock and common stock.	<p>English: 11.5, 12.5</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Business Introduction to Financial Math Securities and Investments</p>
Record entries for issuing stock.	<p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Spreadsheet Applications</p>
Perform end-of-period activities for a corporation.	<p>English: 11.2, 12.2</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Spreadsheet Applications</p> <p>NBEA Achievement Standards for Accounting: Identify and describe generally accepted accounting principles (GAAP), and explain how the application of GAAP impacts the recording of financial transactions and the preparation of financial statements.</p>
Prepare a Statement of Retained Earnings.	<p>Mathematics: A.1, A.4, AII.1</p> <p>FBLA Competitive Events and Activities Areas:</p>

Task	SOL Correlations
	Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Spreadsheet Applications
Record the calculation for dividend distribution.	Mathematics: A.1, A.4, AII.1
Analyzing Financial Data	
Assess the financial strength of a business and its effect on the business, industry, and economy.	English: 11.5, 12.5 History and Social Science: VUS.10, VUS.14, WG.17, WHIL.10, WHIL.11, WHIL.14 Mathematics: A.1, A.4, AII.1, MA.13, PS.4*, PS.7* FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Introduction to Financial Math Spreadsheet Applications NBEA Achievement Standards for Accounting: Describe the methods and criteria used to account for investments and their impact on the financial statements. Differentiate between stock splits and stock dividends and explain how each affects equity.
Assess the value of a company's intangible assets.	English: 11.5, 12.5 Mathematics: A.1, A.2, A.3, A.4, AII.1, AII.3

Task	SOL Correlations
	<p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Financial Plan Business Plan Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p> <p>NBEA Achievement Standards for Accounting: Apply differential analysis to make the following types of decisions: make or buy a product; lease or buy an asset; discontinue a department, plant, or product; offer discounted prices on special orders; replace or repair equipment. Describe how accounting information facilitates management decision-making. Evaluate company performance by applying standard costing and variance analysis.</p>
Interpret reports to provide data for recommendations or presentations to management.	<p>English: 11.5, 12.5</p> <p>Mathematics: PS.1*, PS.3*, PS.4*, PS.7*</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Financial Plan Business Plan Introduction to Financial Math Management Decision Making</p>

Task	SOL Correlations
	<p>The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p>
<p>Analyze cash-flow statements.</p>	<p>English: 11.5, 12.5</p> <p>Mathematics: A.1, A.4, A.5</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Financial Plan Business Plan Introduction to Financial Math Management Decision Making</p> <p>The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p> <p>NBEA Achievement Standards for Accounting: Apply differential analysis to make the following types of decisions: make or buy a product; lease or buy an asset; discontinue a department, plant, or product; offer discounted prices on special orders; replace or repair equipment. Describe how accounting information facilitates management decision-making. Identify and apply appropriate information technology to the accounting system.</p>
<p>Perform a trend analysis, using vertical and horizontal analysis.</p>	<p>English: 11.5, 12.5</p> <p>Mathematics: PS.1*, PS.7*</p> <p>FBLA Competitive Events and Activities Areas: Accounting I</p>

Task	SOL Correlations
	<p>Accounting II Banking and Financial Systems Business Financial Plan Business Plan Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p> <p>NBEA Achievement Standards for Accounting: Analyze cash flow from operating activities to assess profitability and liquidity. Identify and explain the business activities reported in a statement of cash flows (operating, investing, financing).</p>
Utilize financial statements for financial management suggestions.	<p>English: 11.5, 12.5</p> <p>Mathematics: A.1, A.4, AII.1</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Financial Plan Business Plan Introduction to Financial Math Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p>
Understanding Business Ethics	

Task	SOL Correlations
Investigate the role of accounting standards boards in the accounting profession.	<p>English: 11.5, 11.8, 12.5, 12.8</p> <p>History and Social Science: GOVT.7, GOVT.14, GOVT.15</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Financial Plan Business Plan Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p>
Research state and national organizations and laws that govern the accounting profession.	<p>English: 11.5, 11.8, 12.5, 12.8</p> <p>History and Social Science: GOVT.1, GOVT.15</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Ethics Business Financial Plan Business Law Business Plan Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p>

Task	SOL Correlations
	<p>NBEA Achievement Standards for Accounting: Describe the ethical and legal implications resulting from the manipulation of financial statements and financial ratios.</p> <p>NBEA Achievement Standards for Career Development: Demonstrate personal qualities related to employability (e.g., promptness, ability to get along with others, dependability, willingness to ask questions, respect for diversity, and communication skills). Demonstrate responsible behavior related to employability (e.g., respect for personal property, completion of homework assignments, and communication skills). Explain the importance of confidentiality, tolerance, and flexibility in interpersonal and group situations.</p> <p>NBEA Achievement Standards for Communication: Discuss leadership qualities (trustworthiness, ethical behavior, tact, courtesy, and positive attitude) and their importance in one's personal development.</p>
<p>Research instances of unethical accountancy activities, including possible consequences to individuals and the economy.</p>	<p>English: 11.5, 11.8, 12.5, 12.8</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Ethics Business Financial Plan Business Law Business Plan Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p>

Task	SOL Correlations
	<p>NBEA Achievement Standards for Accounting: Describe the ethical and legal implications resulting from the manipulation of financial statements and financial ratios.</p>
<p>Identify desirable traits of professionals in the accounting field.</p>	<p>English: 11.5, 11.8, 12.5, 12.8</p> <p>History and Social Science: GOVT.16</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Ethics Business Financial Plan Business Law Business Plan Electronic Career Portfolio Job Interview Management Decision Making The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p> <p>NBEA Achievement Standards for Career Development: Demonstrate appropriate employer and employee interactions in workplace situations. Demonstrate appropriate interpersonal skills for working with and for others. Demonstrate appropriate social skills for the workplace. Demonstrate personal qualities related to employability (e.g., promptness, ability to get along with others, dependability, willingness to ask questions, respect for diversity, and communication skills). Demonstrate punctuality, dependability, and ability to work with others.</p>

Task	SOL Correlations
	<p>Demonstrate responsible behavior related to employability (e.g., respect for personal property, completion of homework assignments, and communication skills).</p> <p>Demonstrate techniques for developing and maintaining positive and flexible behaviors and attitudes.</p>
Identify ethical considerations for accounting professionals.	<p>English: 11.5, 11.8, 12.5, 12.8</p> <p>History and Social Science: GOVT.16</p> <p>FBLA Competitive Events and Activities Areas:</p> <ul style="list-style-type: none"> Accounting I Accounting II Banking and Financial Systems Business Ethics Business Financial Plan Business Law Business Plan Electronic Career Portfolio Job Interview Management Decision Making <p>The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p> <p>NBEA Achievement Standards for Communication:</p> <p>Define ethics and identify the process by which individuals develop the foundation for making ethical decisions.</p> <p>NBEA Achievement Standards for Information Technology:</p> <p>Analyze legal and ethical dilemmas within the framework of current laws and legislation (e.g., virus development, hacking, threats, phishing).</p>

Task	SOL Correlations
	<p>Analyze various codes of ethics for computer usage.</p> <p>Demonstrate legal and ethical behaviors when using information technologies.</p> <p>Demonstrate the appropriate use of intellectual property.</p> <p>Discuss basic issues related to responsible use of technology and describe personal or legal consequences of inappropriate use.</p> <p>Discuss copyright rules and regulations (e.g., images, music, video, software).</p> <p>Implement organization policies and procedures dealing with legal and ethical issues.</p> <p>Read, interpret, and adhere to software license agreements and legal mandates (e.g., ADA, Sarbanne-Oxly).</p> <p>Write organization policy for the legal and ethical use of information (e.g., code of ethics).</p>
Preparing for Industry Certification and/or College Level Examination Program (CLEP) Testing	
Describe the process and requirements for obtaining industry certifications and/or taking CLEP examinations related to the Accounting, Advanced course.	<p>English: 11.5, 11.8, 12.5, 12.8</p> <p>History and Social Science: GOVT.8, GOVT.14, GOVT.15</p> <p>FBLA Competitive Events and Activities Areas:</p> <ul style="list-style-type: none"> Accounting I Accounting II Banking and Financial Systems Business Financial Plan Business Plan Electronic Career Portfolio Job Interview Management Decision Making <p>The topic for this event changes from year to year. The annual topic may or may not correlate with this particular course. Please refer to the current Virginia FBLA State Handbook</p>
Identify testing skills/strategies for a certification	English: 11.1, 11.5, 12.1, 12.5

Task	SOL Correlations
and/or CLEP examination.	FBLA Competitive Events and Activities Areas: Accounting I Accounting II Business Financial Plan Business Plan Electronic Career Portfolio Job Interview
Demonstrate the ability to complete selected practice examinations (e.g., practice questions similar to those on certification or CLEP exams).	English: 11.5, 12.5
Complete an industry certification or CLEP examination representative of skills learned in this course (e.g., CLEP).	English: 11.5, 12.5 History and Social Science: GOVT.8, GOVT.14, GOVT.15
Enhancing Career Exploration and Employability Skills	
Differentiate between government, public, and private accounting.	English: 11.5, 12.5 FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Financial Plan Business Plan Electronic Career Portfolio Job Interview
Investigate accounting and financial certification and designations.	English: 11.5, 11.8, 12.5, 12.8 FBLA Competitive Events and Activities Areas: Accounting I Accounting II

Task	SOL Correlations
	Banking and Financial Systems Business Financial Plan Business Plan Electronic Career Portfolio Job Interview
Investigate accounting careers.	English: 11.5, 11.8, 12.5, 12.8 History and Social Science: GOVT.8, GOVT.14, GOVT.15 FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Financial Plan Business Plan Electronic Career Portfolio Job Interview NBEA Achievement Standards for Accounting: Describe career opportunities in the accounting profession. Describe how current events impact the accounting profession. NBEA Achievement Standards for Career Development: Describe the impact of the global economy on jobs and careers. Evaluate international employment opportunities. Identify employment opportunities in international trade. Identify entrepreneurship opportunities in the international marketplace. Relate career interests to opportunities in the global economy.
Update a résumé in a format suitable for online posting.	English: 11.6, 11.7, 12.6, 12.7 FBLA Competitive Events and Activities Areas:

Task	SOL Correlations
	<p>Accounting I Accounting II Banking and Financial Systems Business Communication Business Financial Plan Business Plan Computer Applications Electronic Career Portfolio Future Business Leader Job Interview Word Processing</p> <p>NBEA Achievement Standards for Career Development: Demonstrate the ability to complete an online job application accurately. Demonstrate the ability to prepare and transmit electronic resumes and cover letters that meet business standards. Develop a career portfolio of items including resumes, sample cover letters, letters of recommendation, examples of work and technical skills, awards, and documentation of extracurricular activities and community service activities. Prepare paper and electronic resumes and cover letters.</p>
Complete a job application process.	<p>English: 11.5, 11.6, 11.7, 12.5, 12.6, 12.7</p> <p>FBLA Competitive Events and Activities Areas: Accounting I Accounting II Banking and Financial Systems Business Communication Business Financial Plan Business Plan Electronic Career Portfolio</p>

Task	SOL Correlations
	<p>Future Business Leader Job Interview</p> <p>NBEA Achievement Standards for Career Development: Demonstrate the ability to complete an online job application accurately. Demonstrate the ability to prepare and transmit electronic resumes and cover letters that meet business standards. List tasks to be completed following the interview.</p> <p>NBEA Achievement Standards for Communication: Complete job application forms.</p>
Participate in a mock interview.	<p>English: 11.1, 11.6, 11.7, 12.1, 12.6, 12.7</p> <p>FBLA Competitive Events and Activities Areas: Electronic Career Portfolio Future Business Leader Job Interview L. Marguerite Crumley, Frank Manning Peele, Foundation's Sarah Lowe Thompson Scholarships</p> <p>NBEA Achievement Standards for Career Development: Identify steps to prepare for an interview. List tasks to be completed following the interview. Model behavior that contributes to a successful interview.</p> <p>NBEA Achievement Standards for Communication: Discuss and demonstrate the importance of appropriate dress in an interview situation. Discuss illegal and discriminatory interview questions. Participate in and analyze mock interviews, emphasizing critical times at the beginning and the end of an interview.</p>

Task	SOL Correlations
Compose a letter of resignation.	<p>English: 11.6, 11.7, 12.6, 12.7</p> <p>FBLA Competitive Events and Activities Areas: Electronic Career Portfolio Future Business Leader Job Interview L. Marguerite Crumley, Frank Manning Peele, Foundation's Sarah Lowe Thompson Scholarships Word Processing</p> <p>NBEA Achievement Standards for Career Development: Demonstrate appropriate techniques for resigning from a position.</p> <p>NBEA Achievement Standards for Communication: Discuss appropriate spoken and written actions when leaving a job under various circumstances (e.g., resignation and termination).</p>
Update a portfolio containing representative samples of student work.	<p>English: 11.1, 11.6, 11.7, 12.1, 12.6, 12.7</p> <p>FBLA Competitive Events and Activities Areas: Electronic Career Portfolio Future Business Leader Job Interview L. Marguerite Crumley, Frank Manning Peele, Foundation's Sarah Lowe Thompson Scholarships Word Processing</p> <p>NBEA Achievement Standards for Career Development: Assemble examples of school work that demonstrate useful skills. Develop a career portfolio of items including resumes, sample cover letters, letters of recommendation, examples of work and technical skills, awards, and documentation of extracurricular activities and community service activities.</p>

Task	SOL Correlations
Maintain a professional online presence.	<p>English: 11.2, 11.5, 11.6, 11.7, 12.2, 12.5, 12.6, 12.7</p> <p>FBLA Competitive Events and Activities Areas:</p> <p>Electronic Career Portfolio</p> <p>Future Business Leader</p> <p>Job Interview</p> <p>L. Marguerite Crumley, Frank Manning Peele, Foundation's Sarah Lowe</p> <p>Thompson Scholarships</p> <p>Word Processing</p>