

Business SHSM

Overview of SHSM Requirements:

- Required Credits
- CLA's
- Coop
- Certifications
- Reach Ahead and Experiential Learning

Required Credits:

Business

Major Credits	(need 4 major credits)					
	BAF3M	BDP3O	BOH4M	CLU3E	HIP3E	TGJ4M
	BAT4M	BDV4C	BTA3O	CLU3M	IDC3O	TGJ4O
	BBB4M	BMI3C	CIA4U	CPW4U	TGJ3M	
	BDI3C	BMX3E	CLN4U	GPP3O	TGJ3O	
English	Complete a CLA in grade 11 or 12 English					
Math	Complete a CLA in both grade 11 and grade 12 Math					
Co-op	2 period coop					

CLA (Contextualized Learning Activity):

An activity that involves a minimum of six hours of learning, based on the curriculum expectations, that is contextualized to the SHSM sector. The Business SHSM requires the completion of 3 CLA's, one in grade 11 or 12 English, one in grade 11 Math, and one in grade 12 Math. A student in the workplace pathway is required to complete CLA's in grade 11 English, grade 12 English, and in grade 11 or 12 Math.

Coop:

Each SHSM pathway requires that students complete a minimum of two cooperative education credits in a work placement in the sector. The WHMIS certification will be completed in your coop training.

Certifications to be completed:

Four (4) compulsory			
Cardiopulmonary Resuscitation (CPR) Level C – includes automated external defibrillation (AED)	customer service	Standard First Aid	Workplace Hazardous Materials Information System (WHMIS) – generic (i.e., not site-specific) instruction

Two (2) electives from the list below		
business etiquette	cash handling and register training	counterfeit detection
effective networking	equity and inclusion	ergonomics
ethical considerations	fraud prevention	fundraising
health and safety – basic	Innovation, Creativity and Entrepreneurship (ICE)	leadership skills
negotiation training	personality inventory	portfolio development
project management	public speaking	retail representative
sector-specific software 1	specialized business program/competition (e.g., regional or provincial level DECA, Junior Achievement Company Program, Stock Market Competition, Make Your Pitch, Summer Company Program)	successful ex

Reach Ahead and Experiential Learning Opportunities:

Reach ahead experiences enable students to gain confidence in their ability to be successful, refine skills and work habits, and make informed choices about future careers and next steps. Experiential learning opportunities are planned learning activities that take place outside the traditional classroom setting.

Examples of reach ahead and experiential activities are:

- attending a conference or workshop held by the sector
- a day-long observation of a person working in the sector
- participating in a sector activity
- a career talk by a local sector representative
- interviewing an employee in the sector
- interviewing a college or university student enrolled in a program related to the sector
- attending a college or university class in the student's area of interest