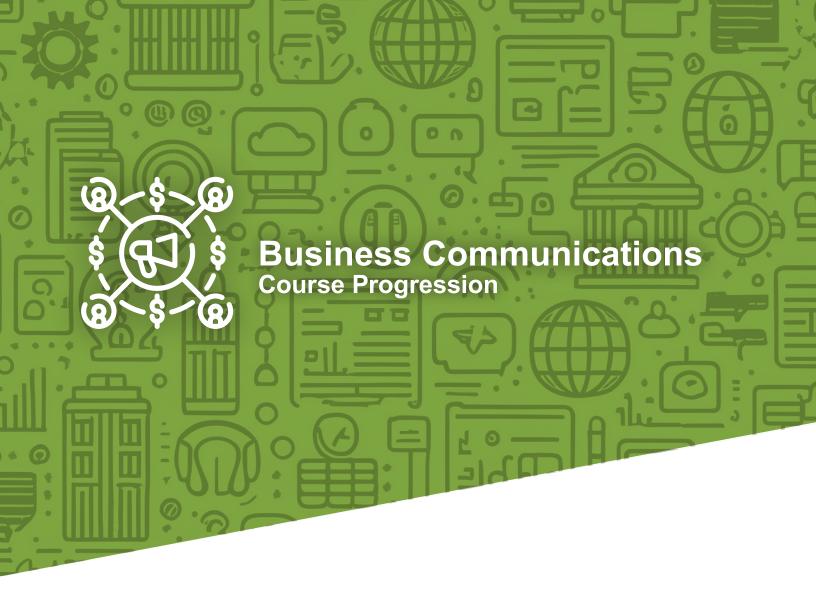


COURSE PROGRESSION

CAREER & TECHNICAL EDUCATION





Business Communications

Certification

Certiport
Professional
Communications

Semester 2

Business Communications

Certification

Business of Retail: Operations & Profit

Semester 1

Business Information Management

Certification

Microsoft Office Specialist Word

Semester 2

Business Information Management

Certification

Microsoft Office Specialist PowerPoint





Principles of Business, Marketing, and Finance

Certification:
Rise Up

Retail Industry Fundamentals

Semester 2

Principles of Business, Marketing, and Finance

Certification:

Rise Up Customer Service & Sales **Semester 1**

Marketing

Certification:

Entrepreneurship & Small Business

Semester 2

Marketing

Certification:

Social Media Marketing





Early Childhood

Certification: CPR/First Aid

Semester 2

Early Childhood

Certification:

Communicable Disease Training

Semester 1

Child Development

Certification:

ServSafe Allergen Semester 2

Child Development

Certification:

Red Cross Babysitting





Health Science Foundations

Blood Borne Pathogens & Bleeding Control Basics

Semester 2

Anatomy & Physiology

OSHA-10 Hour & Biotility Blood Borne Chemical Hygiene

Semester 1

Medical Terminology

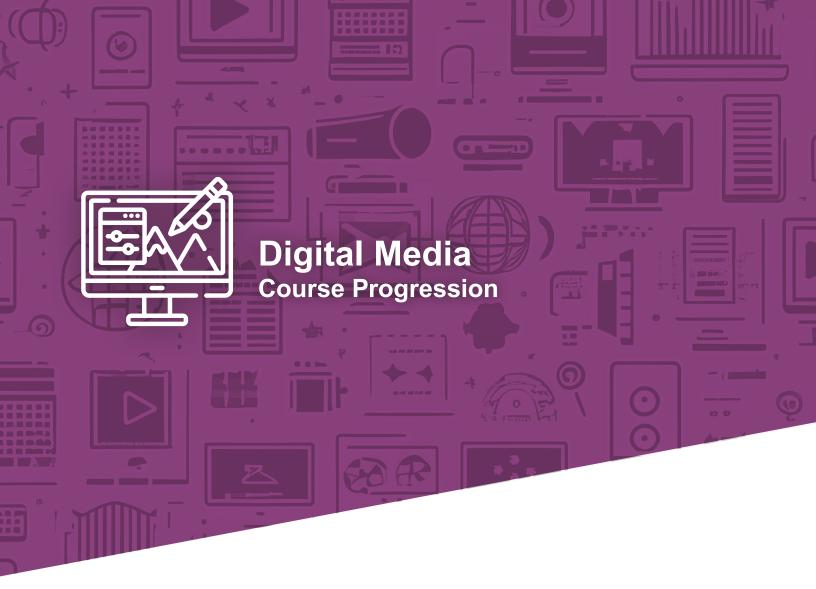
CPR and First Aid & American Red Cross Basic Life Support

Semester 2

Allied Health Nursing

NHA Certified Medical Admin Assistant





Principles of IT

Certification:
Microsoft Office
Specialist
Powerpoint

Semester 2

Principles of IT

Certification:
Microsoft Office
Specialist Word

Semester 1

Digital Media

Certification:
Google Ads Apps

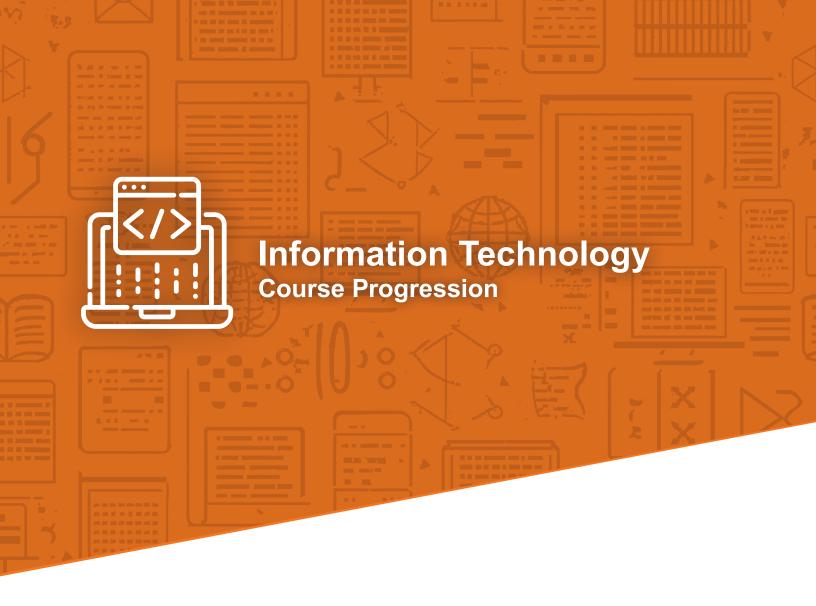
Semester 2

Digital Media

Certification:

Canva
Graphic Design
Essentials





Programming 1

Certification:

Certiport IT Specialist

Software Development

Semester 2

Programming 1

Certification:

Certiport IT Specialist

Computational Thinking

Semester 1

Programming 2

Certification:

Certiport IT Specialist

HTML & CSS

Semester 2

Programming 2

Certification:

Certiport IT Specialist

Databases





Designed to equip students with the essential employability skills needed to thrive in the modern workplace. This course integrates real-world internships with in-class instruction to provide students with a comprehensive earning experience.

10 ILLINOIS ESSENTIAL EMPLOYABILITY SKILLS

INTERPERSONAL SKILLS

ADAPTABILITY COMMUNICATION **CULTURAL COMPETENCE TEAMWORK**

COGNITIVE **SKILLS**

CRITICAL THINKING DECISION MAKING PROBLEM SOLVING

PERSONAL MANAGEMENT SKILLS

INITIATIVE & SELF-DRIVE PLANNING & ORGANIZING RELIABILITY & ACCOUNTABILITY



Certifications: Leadership Excellence & LeanSix Sigma Yellow Belt

