

Course Name: Ag Business Management

Teacher: Mr. Alan Boultinghouse

Credit: 1 Credit (For completion of full year)

Clock Hours: 182

Grade Level: 11 and 12

Prerequisites: Ag Tech Exploration and Animal Science

Teaching Resources: Textbook-Deere and Company-Farm and Ranch Business Management; Dr. Raleigh Jobs and Jim Steward; Copyright 1987, Interstate Publishers, Inc.; Jerry D. Gibson, Robert H. Usry, Lanny W. Hass, Richard T. Liles, Gary E. Moore; Copyright 2001, Publications from Kansas State University Research and Cooperative Extension Service.

Course Description: This class will deal with the many different facets of Agriculture and Agribusiness Management. Business structures, taxes, record keeping systems, financing, economics, and other management situations will be looked at. Individual SAE programs will be reviewed and looked at for improvement in management techniques.

Ag Business Management Curriculum Outline

Areas of Instruction/Topic Headings Weeks/Quarter

I. FFA/SAE ----- 4-1st Quarter

A. Explanation of CDE's in this area

B. Explanation of State FFA Degree requirements

C. Explanation of Proficiency Awards available

D. Student activity: apply for State FFA Degree or Proficiency Award, review and update of student's SAE

II. Careers-Colleges Financial Aid ----- 2-1st Quarter

A. Career opportunities

B. Costs involved

C. Scholarships (National FFA and others)

D. Other Financial Aid available

E. Student activity: apply for National and State FFA Scholarships, guest speakers from different two and four year programs and vo-tech schools

III. Developing a Business Plan----- 3-1st Quarter

A. Importance of goals

B. Parts of a plan

C. How to develop a plan

D. Student activity: in groups of three or four develop a plan for an agribusiness to be started in the local area

IV. Management Functions----- 3-1st Quarter

A. Roles of management

B. Challenges in management

C. Levels of management

D. Student activity: prepare an organizational chart of your school system, including at least three levels of management

V. Records and Financial Analysis ----- 3-1/2 Quarter

A. Purpose

B. Kinds

C. Using for obtaining credit

D. Student activity: fill out a financial statement for a local lending institution using information taken from record book

VI. Marketing ----- 3-2nd Quarter

A. Functions

B. Institutions

C. Student activity: investigate how value is added to an agricultural product before it reaches the consumer, give an oral report in class on findings

VII. Taxes ----- 4-2nd Quarter

A. Terminology

B. Income tax

C. Social Security

D. Estate taxes

E. Student activity: prepare correct tax forms based on student's record book of SAE

VIII. Ag Law ----- 4-2/3 Quarter

A. Written vs. oral agreements

B. Leases and leasing

C. Fence laws

D. Transferring legal ownership of property

E. Ag chemical laws and regulations

F. Animal laws

G. Student activity: guest speaker-Lawyer that does mainly ag law

IX. Insurance ----- 3-3rd Quarter

A. Business

B. Property

C. Livestock

D. Crop

E. Student activity: guest speaker-local insurance agent

X. Computer Applications ----- 4-4th Quarter

A. Records

B. Calculations

C. Internet information

D. Student activity: select an area of agricultural interest, research using the internet and prepare a written report using information found

XI. Business Case Study ----- 3-4th Quarter

A. Business proposal

B. Enterprise Budgets

C. Marketing Strategy

D. Partial Budget

E. Student activity: prepare a case study after collecting information from an agricultural business

Girard High School

Ag Business Management

Name _____ SSN ____ - ____ - _____

Instructor _____

RATING SCALE: 3: Skilled, works independently
2: Competent, may need assistance
1: Received instruction, skill undeveloped
0: No exposure, instruction or training

INTEGRATION: (M) Math (S) Science
(E) Language Arts (C) Career Development Skill
(L) Lab Activity

Enrollment Date	Completion Date	Hours completed
____/____/____	____/____/____	_____

I certify that the student received the training in the area indicated.

Student Signature _____ Date _____

Instructor Signature _____ Date _____

Administrator Signature _____ Date _____

- I. FFA/SAE
- 3 2 1 0 1. Defines long-range goals
- 3 2 1 0 2. Integrates FFA leadership and community involvement into school activities
- 3 2 1 0 3. Compiles records of income and expenses (business and personal)
- 3 2 1 0 4. Calculates cash flow (M)
- 3 2 1 0 5. Constructs inventory of business and personal assets/liabilities
- 3 2 1 0 6. Summarizes financial statement
- 3 2 1 0 7. Describes SAE program (E)
- 3 2 1 0 8. Prepares a written application for a proficiency or State FFA Degree (E)(M)
- 3 2 1 0 9. Completes POA committee assignment on time
- 3 2 1 0 10. Organizes information for a Food For America program
- 3 2 1 0 11. Creates own sales techniques for selling of magazines and citrus fruit
- 3 2 1 0 12. Initiates new areas in SAE

II. Careers, Colleges, Financial Aid

- 3 2 1 0 1. Completes web searches on possible careers
- 3 2 1 0 2. Uses internet to estimate college costs
- 3 2 1 0 3. Searches for scholarships and other financial aid
- 3 2 1 0 3. Prepares a written evaluation on two or more college choices (E)

- 3 2 1 0 4. Completes a National FFA Scholarship application
- 3 2 1 0 5. Applies for other financial aid as needed

III. Developing a Business Plan

- 3 2 1 0 1. Relates to the importance of goals by setting goals for their SAE and life
- 3 2 1 0 2. Explains the steps necessary in setting goals
- 3 2 1 0 3. Paraphrases how to develop a business plan
- 3 2 1 0 4. Organizes and presents a business plan for the local area (E)

IV. Management Functions

- 3 2 1 0 1. Presents orally the roles of a management position (E)
- 3 2 1 0 2. Lists the challenges involved in a management position
- 3 2 1 0 3. Explains the different levels of management
- 3 2 1 0 4. Organizes and prepares a chart of management levels

V. Records and Financial Analysis

- 3 2 1 0 1. Understands the needs for records
- 3 2 1 0 2. Identifies different recordkeeping systems
- 3 2 1 0 3. Develops a report on using records for obtaining credit (E)

- 3 2 1 0 4. Locates correct columns to enter transactions
- 3 2 1 0 5. Follows directions for posting entries
- 3 2 1 0 6. Calculates a net worth statement (M)
- 3 2 1 0 7. Calculates net income (M)
- 3 2 1 0 8. Defines input/output costs
- 3 2 1 0 9. Compares cash flow summaries

VI. Marketing

- 3 2 1 0 1. Demonstrates the use of the DTN for finding markets (L)
- 3 2 1 0 2. Understands the marketing concept
- 3 2 1 0 3. Explains marketing structures
- 3 2 1 0 4. Prepares a report on the use of market outlook information

VII. Taxes

- 3 2 1 0 1. Lists the different taxes paid by an individual and/or business
- 3 2 1 0 2. Breaks down and understands tax terminology
- 3 2 1 0 3. Prepares a worksheet showing tax management strategies (E)(M)
- 3 2 1 0 4. Diagrams Social Security taxes and benefits
- 3 2 1 0 5. Interprets Social Security benefits and medicare
- 3 2 1 0 6. Calculates income tax based on own SAE (M)

VIII. Ag Law

- 3 2 1 0 1. Explains where to find written laws
- 3 2 1 0 2. Describes written vs. oral agreements
- 3 2 1 0 3. Illustrates how to fill out a written land lease agreement (E)(L)
- 3 2 1 0 4. Relates the advantages/disadvantages of leasing
- 3 2 1 0 5. Discusses orally fencing laws (E)
- 3 2 1 0 6. Understands how the transfer of legal ownership works
- 3 2 1 0 7. Generalizes some of the ag chemical laws and regulations (S)
- 3 2 1 0 8. Compiles a list of current animal laws

IX. Insurance

- 3 2 1 0 1. Explains what to look for in selecting a company for the business
- 3 2 1 0 2. Describes what types of items should be covered
- 3 2 1 0 3. Prepares a report comparing different company rates of selected items (E)(M)
- 3 2 1 0 4. Understands how companies value different items for claim purposes

X. Computer Applications

- 3 2 1 0 1. Compiles records of SAE using a computer generated program
- 3 2 1 0 2. Completes the computer generated State FFA Degree (M)(E)
- 3 2 1 0 3. Modifies computer programs to fit individual needs
- 3 2 1 0 4. Prepares a speech or written report using the internet for information (E)
- 3 2 1 0 5. Calculates net income from business using computer based records (M)

XI. Business Case Study

- 3 2 1 0 1. Explains a business proposal
- 3 2 1 0 2. Develops enterprise budgets for proposed business (M)
- 3 2 1 0 3. Diagrams and presents marketing strategies for business (E)
- 3 2 1 0 4. Illustrates how a partial budget can be helpful in setting up a business

XII. Career Development Skills

- 3 2 1 0 1. Distinguishes fact, opinion, and inference in oral communication
- 3 2 1 0 2. Prepares and delivers a presentation appropriate to subject matter, purpose, and audience
- 3 2 1 0 3. Translates written and /or verbal statements into mathematical expressions
- 3 2 1 0 4. Compiles and maintain records, logs, lab notebooks, and other documents
- 3 2 1 0 5. Accesses navigate and use on-line services
- 3 2 1 0 6. Performs a self-assessment: personal goals
- 3 2 1 0 7. Applies the steps in the decision making process
- 3 2 1 0 8. Proposes alternative plans for action
- 3 2 1 0 9. Explains the purpose and use of the promissory note and bank draft
- 3 2 1 0 10. Creates a time plan for solving a problem
- 3 2 1 0 11. Interprets standard workplace policies relating to personal discipline (personal leave and absence)
- 3 2 1 0 12. Accesses and uses information to develop educational and career options

Life Knowledge Skills

- 3 2 1 0 1. Defines Leadership HS 1
- 3 2 1 0 2. Practices honesty HS 12
- 3 2 1 0 3. Evaluates plans and goals HS 47
- 3 2 1 0 4. Communicates with customers HS 50

XIII. XIV. Global Positioning Systems

- 3 2 1 0 1. Demonstrate how to set and locate way points (L)
- 3 2 1 0 2. Differentiate land elevation (S)(L)(C)
- 3 2 1 0 3. Demonstrate parallel tracking (L)
- 3 2 1 0 4. Triangulate a designated location (M)(L)
- 3 2 1 0 5. Track using gps equipment (L)
- 3 2 1 0 6. Set up and participate in a geocach (L)
- 3 2 1 0 7. Develop maps (C)
- 3 2 1 0 8. Understand importance of global positioning equipment (C)