

Virginia's Business & Marketing Education Task/Competency List

Correlation to
**Virtual Business – Retailing 2.0 (VBR2.0) &
Virtual Business – Management 2.0 (VBM2.0) Lessons**

Virginia Courses	Virtual Business Retailing 2.0	Virtual Business Management 2.0
Business & Information Technology Education		
Accounting (6320)	✓✓	✓✓
Advanced Accounting (6321)	✓	✓✓
Advanced Computer Information Systems (6631)	✓	✓
Business Management (6135)	✓✓✓	✓✓✓
Computer Applications (6611)	✓✓	✓✓
Computer Solutions (6610)	✓✓✓	✓✓✓
Finance (6120)	✓✓	✓✓
Information Technology (6670)	✓	✓
Keyboarding (6151)	✓✓✓	✓✓✓
Keyboarding Applications (6152)	✓✓✓	✓✓✓
Make It Your Business (6110)	✓✓✓	✓✓✓
Office Administration (6621)	✓✓✓	✓✓✓
Office Specialist I (6740)	✓✓✓	✓✓✓
Office Specialist II (6741)	✓✓✓	✓✓✓
Office Specialist III (6742)	✓✓	✓✓✓
Principles of Business and Marketing (6115)	✓✓✓	✓✓✓
Word Processing (6625)	✓✓✓	✓✓✓
Marketing Education		
Advanced Marketing (8130)	✓✓✓	✓
Fundamentals of Marketing (8110)	✓✓✓	✓
Introduction to Marketing (8111)	✓✓✓	✓
Marketing (8120)	✓✓	✓
Marketing Management (8132)	✓✓	✓

Legend ✓ Some correlation to Task Lists ✓✓ **High** correlation to Task Lists ✓✓✓ **Very High** correlation to Task Lists

The information for this correlation was found at the following web address during 03/2007: <http://www.cteresource.org/>

Accounting (6320)

Task/Competency	Virtual Business Lesson
Understand the Accounting Cycle for a Service Business	
Understand the Accounting Cycle for a Merchandising Business	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Implement Payroll and Banking Procedures	
Implement Accounting for Special Procedures	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Understand Business Ethics	
Develop Career Exploration and Employability Skills	
Examine All Aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in operating a business and to determine their individual strengths and weaknesses within those areas.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Advanced Accounting (6321)

Task/Competency	Virtual Business Lesson
Use Technology to Implement Accounting Procedures	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Understand Accounting Concepts in Inventory	<p><u>VBR2.0 Lessons:</u> Purchasing Turnaround New Store Project Multiplayer Competition</p>
Understand Accounting Concepts in Depreciation	
Understand Accounting Concepts in Payables and Receivables	
Explore Specialized Accounting Systems	
Organize a Partnership	<p><u>VBM2.0 Lessons:</u> Forms of Ownership: Capital Forms of Ownership: Liability Forms of Ownership: Taxes New Business Project Multiplayer Competition</p>
Organize a Corporation	<p><u>VBM2.0 Lessons:</u> Forms of Ownership: Capital Forms of Ownership: Liability Forms of Ownership: Taxes New Business Project Multiplayer Competition</p>
Understand Business Ethics	
Enhance career exploration and employability skills	
Examine all aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in operating a business and to determine their individual strengths and weaknesses within those areas.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Advanced Computer Information Systems (6613)

Task/Competency	Virtual Business Lesson
Use Advanced Word Processing Functions	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Use Advanced Spreadsheet Functions	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Use Advanced Database Functions	
Enhance Multimedia Presentations	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Produce Desktop Published Documents for Print and Electronic Distribution	
Design and Produce Web Pages	
Maintain, Manage, and Troubleshoot Systems	
Execute Networking Activities	
Implement Programming Activities	
Explore Legal and Ethical Issues	
Prepare for Industry Certification	
Develop Employability Skills	
Examine All Aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in operating a business and to determine their individual strengths and weaknesses within those areas.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Business Management (6135)

Task/Competency	Virtual Business Lesson
Explore the Characteristics of Business	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in owning and operating a business and to determine the risks and uncertainties involved within each individual area.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Explore Economic Factors Affecting Business	<p>Supply & Demand (VBR2.0) New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0)</p>
Identify Management Responsibilities	<p><u>VBR2.0 Lessons:</u> Pricing Purchasing Staffing Promotion Financing Targeted Marketing Merchandising Advanced Promotion Security Turnaround New Store Project Multiplayer Competition</p> <p><u>VBM2.0 Lessons:</u> Resumes & Employee Selection Employee Opinions Employee Supervision Strikes, Unions & Collective Bargaining Productivity & Efficiency Sales & Logistics Risk Management & Insurance Surprise Turnaround New Business Project Multiplayer Competition</p>
Conduct Financial Activities	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>Financing (VBR2.0) New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Conduct Marketing Activities	<p><u>VBR2.0 Lessons:</u> Pricing Purchasing Promotion</p>

	<p>Market Research Targeted Marketing Merchandising Advanced Promotion New Store Project Multiplayer Competition</p>
Supervise Employees	<p><u>VBM2.0 Lessons:</u> Resumes & Employee Selection Employee Opinions Employee Supervision Strikes, Unions & Collective Bargaining Turnaround New Business Project Multiplayer Competition</p>
Administer Human Resource Functions	<p><u>VBR2.0 Lessons:</u> Staffing Turnaround New Store Project Multiplayer Competition</p> <p><u>VBM2.0 Lessons:</u> Resumes & Employee Selection Employee Opinions Employee Supervision Strikes, Unions & Collective Bargaining Turnaround New Business Project Multiplayer Competition</p>
Develop Communication Skills for Business	<p>All VBR2.0 & VBM2.0 lessons may be completed within an individual or team environment.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Prepare for Employment	
Examine All Aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in operating a business and to determine individual strengths and weaknesses within those areas.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Computer Applications (6611)

Task/Competency	Virtual Business Lesson
Master Keyboarding Skills	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Master Basic Computer Operations	<p>All VBR2.0 & VBM2.0 lessons require students to be familiar with computers in order to complete the assignment.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Use Word Processing Applications	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Communicate with Databases	
Communicate with Spreadsheets	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Incorporate Graphic Features	
Communicate through Networks and Telecommunication	
Identify Ethical Issues Related to Computers and Computer Systems	
Maintain Computer System	
Develop Employability Skills	
Examine All Aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in operating a business and to determine their individual strengths and weaknesses within those areas.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Computer Solutions (6610)

Task/Competency	Virtual Business Lesson
Demonstrate Keyboarding Skills	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Solve Problems Independently and in Groups	<p>All VBR2.0 & VBM2.0 lessons may be completed individually or in a team environment.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Solve Problems, Using Word Processing Software	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Solve Problems, Using Database Software	
Solve Problems, Using Spreadsheet Software	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Explore Emerging Technologies	
Solve Problems, Using Telecommunications	
Solve Ethical and Security Problems Relating to Computers	
Solve Problems Relating to Computer Maintenance	
Participate in Co-curricular Activities	<p>The VBR2.0 software is used for a formal DECA competitive event. The VBM2.0 software is used for a formal FBLA competitive event.</p>

Finance (6120)

Task/Competency	Virtual Business Lesson
Developing Consumer Skills	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Planning for Transportation, Housing, and Leisure Expenses	
Handling Banking Transactions	
Handling Credit/Loan Functions	<p><u>VBR2.0 Lessons:</u> Financing New Store Project Multiplayer Competition</p>
Analyzing Insurance Functions	<p><u>VBM2.0 Lessons:</u> Risk Management & Insurance New Business Project Multiplayer Competition</p>
Conducting Tax Functions	
Preparing a Personal Finance Plan	
Devising an Investment Plan	
Investigating the Monetary System	
Investigating Economic Principles	<p><u>VBR2.0 Lessons:</u> Supply & Demand New Store Project Multiplayer Competition</p>
Planning Financial Aspects of a Business Enterprise	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Managing Financial Activities for a Business Enterprise	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

<p>Exploring Management Functions</p>	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
<p>Exploring Careers in Finance</p>	
<p>Examining All Aspects of Industry</p>	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in operating a business and to determine their individual strengths and weaknesses within those areas.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Information Technology (6670)

Task/Competency	Virtual Business Lesson
Master Information Technology Basics	
Investigate Careers in Information Technology	
Use Computer Applications	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Develop Computer Fundamentals	<p>All VBR2.0 & VBM2.0 lessons require students to know computer basics in order to complete the assignment.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Maintain, Upgrade, and Troubleshoot Computers	
Ensure Computer Safety	
Understand Network Fundamentals	
Understand Internet Fundamentals	
Understand Programming Basics	
Apply the Basics of Web Page Design	
Understand Graphics and Interactive Media	
Develop Employability/Workplace Readiness Skills	
Examine All Aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Keyboarding (6151)

Task/Competency	Virtual Business Lesson
Keyboarding (Secondary)	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Examine All Aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in operating a business and allow students to determine their strengths and weaknesses within those areas.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Keyboarding Applications (6152)

Task/Competency	Virtual Business Lesson
Keyboarding Applications	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Examining All Aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in operating a business and to determine their individual strengths and weaknesses within those areas.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Make It Your Business (6110)

Task/Competency	Virtual Business Lesson
Explore Entrepreneurship	<p>All VBR2.0 & VBM2.0 lessons allow students to experience owning and operating their own retail convenience store and distribution center.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Conduct a Needs Assessment	<p>All VBR2.0 & VBM2.0 lessons allow students to monitor customer comments which may be used to alter the current business situation if necessary.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Plan the Product or Service	<p><u>VBR2.0 Lessons:</u> Purchasing Turnaround Market Research New Store Project Multiplayer Competition</p>
Prepare a Marketing Strategy	<p><u>VBR2.0 Lessons:</u> Pricing Purchasing Promotion Market Research Merchandising Advanced Promotion New Store Project Multiplayer Competition</p>
Develop the Financial Plan	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Plan Production	<p><u>VBR2.0 Lessons:</u> Staffing Turnaround New Store Project Multiplayer Competition</p>
Staff the Business	<p><u>VBR2.0 Lessons:</u> Staffing Turnaround New Store Project Multiplayer Competition</p> <p><u>VBM2.0 Lessons:</u></p>

	<p>Resumes & Employee Selection Employee Opinions Employee Supervision Strikes, Unions & Collective Bargaining Turnaround New Business Project Multiplayer Competition</p>
Operate the Business	<p>All VBR2.0 & VBM2.0 lessons allow students to manage and operate the current business.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Evaluate the Business	<p>All VBR2.0 & VBM2.0 lessons require students to evaluate the current business situation and then to utilize problem solving and decision-making capabilities to improve business performance.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Participate in Co-Curricular Activities	<p>The VBR2.0 software is used in a formal DECA competitive event. The VBM software is used in a formal FBLA event.</p>
Examine All Aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the functions involved in owning and operating a business and to determine their individual strengths and weaknesses within these areas.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Office Administration (6621)

Task/Competency	Virtual Business Lesson
Develop Communication Skills	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Maintain Office Systems	
Manage Financial Functions	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Manage Information	
Process Information and Data	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Organize and Plan Functions	<p>All VBR2.0 & VBM2.0 lessons should be completed within the time period allotted by the instructor.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Supervise Employees	<p><u>VBR2.0 Lessons:</u> New Store Project Multiplayer Competition</p> <p><u>VBM2.0 Lessons:</u> Resumes & Employee Selection Employee Opinions Employee Supervision Strikes, Unions & Collective Bargaining Turnaround New Business Project Multiplayer Competition</p>
Develop Employability Skills	

Examine All Aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in operating a business and to determine their strengths and weaknesses within those individual areas.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
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Office Specialist I (6740)

Task/Competency	Virtual Business Lesson
Develop Keyboarding and Computer Skills	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Develop Communication Skills	<p>All VBR2.0 & VBM2.0 lessons may be completed within an individual or team environment.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Use Telecommunications	
Prepare for Employment	
Examine All Aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in operating a business and to determine their individual strengths and weaknesses within those areas.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Office Specialist II (6741)

Task/Competency	Virtual Business Lesson
Enhance Keyboarding and Computer Skills	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Process Numeric Data	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Keep Financial Records	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Photocopy Documents	
Manage Records	
Enhance Communication Skills	<p>All VBR2.0 & VBM2.0 lessons may be completed within an individual or team environment.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Use Telecommunications	
Prepare for Employment	
Examine All Aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in operating a business and to determine their individual strengths and weaknesses within those areas.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Office Specialist III (6742)

Task/Competency	Virtual Business Lesson
Process Information and Data	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Conduct Receptionist Activities	
Manage Records	
Keep Financial Records	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Photocopy Documents	
Use Telecommunications	
Enhance Mathematics Skills	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Prepare for Employment	
Examine All Aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in operating a business and to determine their individual strengths and weaknesses within those areas.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Principles of Business and Marketing (6115)

Task/Competency	Virtual Business Lesson
Understand the Role of Economics in a Global Economy	<u>VBR2.0 Lessons:</u> Supply & Demand New Store Project Multiplayer Competition
Explore the Worlds of Business and Marketing	<u>VBR2.0 Lessons:</u> Pricing Purchasing Promotion Market Research Targeted Marketing Merchandising Advanced Promotion New Store Project Multiplayer Competition
Develop Communication and Interpersonal Skills	All VBR2.0 & VBM2.0 lessons may be completed within an individual or team environment. New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)
Make Consumer Choices	
Develop Employability Skills	The VBR2.0 software is used in a formal DECA competitive event. The VBM software is used in a formal FBLA event.
Examine All Aspects of Industry	All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in operating a business and to determine their individual strengths and weaknesses within those areas. New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)

Word Processing (6625)

Task/Competency	Virtual Business Lesson
Handle Systems Operations Procedures	<p>All VBR2.0 & VBM2.0 lessons require students to be familiar with computer basics in order to complete the assignment.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Create, Format, and Edit Documents	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Use Specialized Word Processing Features	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Use Desktop Publishing Features	
Communicate Electronically	
Apply Ethics to Word Processing	
Develop Employability Skills	
Examine All Aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in operating a business and to determine their individual strengths and weaknesses within these areas.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Advanced Marketing (8130)

Task/Competency	Virtual Business Lesson
Develop a Career	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions that are involved in operating a business and to determine their individual strengths and weaknesses within these areas.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Enhance Communication Skills	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Understand Economics	<p><u>VBR2.0 Lessons:</u> Supply & Demand New Store Project Multiplayer Competition</p>
Develop Human Relations	<p>All VBR2.0 & VBM2.0 lessons may be completed within an individual or team environment.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Examine Marketing and Business	<p><u>VBR2.0 Lessons:</u> Pricing Purchasing Promotion Market Research Targeted Marketing Merchandising Advanced Promotion New Store Project Multiplayer Competition</p>
Develop Marketing Management Skills	<p><u>VBR2.0 Lessons:</u> Pricing Purchasing Staffing Promotion Financing Market Research Targeted Marketing Merchandising Advanced Promotion Security Turnaround</p>

	New Store Project Multiplayer Competition
Examine Distribution	<p><u>VBR2.0 Lessons:</u> Security Purchasing Turnaround New Store Project Multiplayer Competition</p> <p>All VBM2.0 lessons simulate owning and operating a distribution center.</p> <p><u>VBM2.0 Lessons:</u> New Business Project Multiplayer Competition</p>
Examine Financing	<p><u>VBR2.0 Lessons:</u> Financing New Store Project Multiplayer Competition</p>
Manage Marketing Information	<p><u>VBR2.0 Lessons:</u> Market Research Targeted Marketing New Store Project Multiplayer Competition</p>
Price Products and Services	<p><u>VBR2.0 Lessons:</u> Advanced Promotion Pricing Turnaround New Store Project Multiplayer Competition</p>
Develop Product/Service Planning Skills	<p><u>VBR2.0 Lessons:</u> Purchasing Staffing Turnaround New Store Project Multiplayer Competition</p>
Promote Products and Services	<p><u>VBR2.0 Lessons:</u> Promotion Advanced Promotion Targeted Marketing New Store Project Multiplayer Competition</p>
Purchase Products and Services	<p><u>VBR2.0 Lessons:</u> Purchasing Merchandising Turnaround New Store Project Multiplayer Competition</p>
Implement Risk Management	<p><u>VBR2.0 Lessons:</u> Security New Store Project Multiplayer Competition</p>

	<p><u>VBM2.0 Lessons:</u> Risk Management & Insurance Surprises New Business Project Multiplayer Competition</p>
Sell Products and Services	<p>All VBR2.0 & VBM2.0 lessons allow students to monitor customer comments which may be used to make alterations to the current business if necessary.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Understand Internet Marketing	
Examine All Aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in operating a business and to determine their individual strengths and weaknesses within those areas.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Fundamentals of Marketing (8110)

Task/Competency	Virtual Business Lesson
Learn about Marketing	<u>VBR2.0 Lessons:</u> Pricing Purchasing Promotion Market Research Targeted Marketing Merchandising Advanced Promotion New Store Project Multiplayer Competition
Comprehend the Marketing Concept	<u>VBR2.0 Lessons:</u> Pricing Purchasing Promotion Market Research Targeted Marketing Merchandising Advanced Promotion New Store Project Multiplayer Competition
Conduct a Self-Assessment	All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in operating a business and to determine their individual strengths and weaknesses within these areas. New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)
Follow the Steps of the Decision-Making Process	All VBR2.0 & VBM2.0 lessons require students to evaluate the current business situation and to utilize decision-making and problem solving skills in order to improve business performance. New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)
Identify Marketing Career Choices	
Examine the Marketing Employment Process	
Prepare for a Routine Sales Transaction	
Complete a Sales Transaction	
Explore Promotional Activities Used in Marketing	<u>VBR2.0 Lessons:</u> Promotion Advanced Promotion Targeted Marketing New Store Project Multiplayer Competition
Perform Mathematical Computations in Marketing	All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel

	<p>where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Handle Payment for Purchases	
Understand Economics and Economic Activities	<p><u>VBR2.0 Lessons:</u> Supply & Demand Pricing Advanced Promotion Purchasing Promotion New Store Project Multiplayer Competition</p>
Explore the Private Enterprise System	
Investigate Supply and Demand	<p><u>VBR2.0 Lessons:</u> Supply & Demand New Store Project Multiplayer Competition</p>
Understand Profit and Competition	<p>All VBR2.0 & VBM2.0 lessons contain competitor stores for students to consider when making business decisions.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Understand Human Relations	<p>All VBR2.0 & VBM2.0 lessons may be completed within an individual or team environment.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Use Effective Communication	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Prepare Written Communications	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0)</p>

	New Business Project (VBM2.0)
Understand Internet Marketing	
Participate in the Student Organization	The VBR2.0 software is used in a formal DECA competitive event. The VBM software is used in a formal FBLA competitive event.
Examine All Aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Introduction to Marketing (8111)

Task/Competency	Virtual Business Lesson
Discover the Importance of Marketing	<u>VBR2.0 Lessons:</u> Pricing Purchasing Promotion Market Research Targeted Marketing Merchandising Advanced Promotion New Store Project Multiplayer Competition
Comprehend the Marketing Concept	<u>VBR2.0 Lessons:</u> Pricing Purchasing Promotion Market Research Targeted Marketing Merchandising Advanced Promotion New Store Project Multiplayer Competition
Follow the Steps of the Decision-Making Process	All VBR2.0 & VBM2.0 lessons require students to analyze the current business situation and to utilize decision-making and problem solving skills in order to improve business performance. New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)
Identify Marketing Career Choices	
Examine the Marketing Employment Process	
Prepare for a Routine Sales Transaction	
Complete a Routine Sales Transaction	
Handle Payment for Purchases	
Understand Economics and Economic Activities	<u>VBR2.0 Lessons:</u> Supply & Demand Pricing Advanced Promotion Purchasing Targeted Marketing New Store Project Multiplayer Competition
Explore the Private Enterprise System	
Use Effective Communication	All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated. All lessons may also be completed individually or in a team setting.

	<p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Understand Internet Marketing	
Participate in the Student Organization	<p>The VBR2.0 software is used in a formal DECA competitive event. The VBM software is used in a formal FBLA competitive event.</p>
Examine All Aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in owning and operating a business. Students also determine their individual strengths and weaknesses within these areas.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Marketing (8120)

Task/Competency	Virtual Business Lesson
Develop a Career Enhance Communication Skills	All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated. All lessons may also be completed individually or in a team setting. New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)
Understand Economics	<u>VBR2.0 Lessons:</u> Supply & Demand New Store Project Multiplayer Competition
Develop Human Relations	<u>VBR2.0 Lessons:</u> Staffing New Store Project Multiplayer Competition <u>VBM2.0 Lessons:</u> Resumes & Employee Selection Employee Opinions Employee Supervision Strikes, Unions & Collective Bargaining New Business Project Multiplayer Competition
Examine Marketing and Business	<u>VBR2.0 Lessons:</u> Pricing Purchasing Promotion Market Research Targeted Marketing Merchandising Advanced Promotion New Store Project Multiplayer Competition
Examine Distribution	All VBM2.0 lessons allow students to simulate owning and operating a distribution center. Multiplayer Competitions (VBR2.0) New Business Project (VBM2.0)
Examine Financing	<u>VBR2.0 Lessons:</u> Financing New Store Project Multiplayer Competition
Manage Marketing Information	
Price Products and Services	<u>VBR2.0 Lessons:</u> Pricing

	New Store Project Multiplayer Competition
Develop Product/Service Planning Skills	
Promote Products and Services	<u>VBR2.0 Lessons:</u> Promotion Advanced Promotion New Store Project Multiplayer Competition
Understand Risk Management	<u>VBM2.0 Lessons:</u> Risk Management & Insurance Surprises New Business Project Multiplayer Competition
Sell Products and Services	
Understand Internet Marketing	
Examine all Aspects of Industry. .	All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in owning and operating a business. Students also determine their individual strengths and weaknesses within these areas. New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)

Marketing Management (8132)

Virtual Business Lesson

Task/Competency	
Provide an Overview of Marketing	
Create Company Culture	
Understand Product and Service Marketing	
Make Decisions and Solve Problems in Marketing	
Manage Finances	<p>All VBR2.0 & VBM2.0 lessons allow students to view the current business' financial statements - which are exportable to Excel where further analysis, mathematical calculations, written reports and presentations may be generated. All lessons may also be completed individually or in a team setting.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
Examine the Economic Environment of Marketing	<p><u>VBR2.0 Lessons:</u> Supply & Demand New Store Project Multiplayer Competition</p>
Explore Marketing Research and Segmentation	<p><u>VBR2.0 Lessons:</u> Market Research Targeted Marketing New Store Project Multiplayer Competition</p>
Investigate the Product/Service Life Cycle	
Manage Distribution and Inventory	<p>All VBM2.0 lessons allow students to simulate owning and operating a distribution center.</p> <p>Multiplayer Competitions (VBM2.0) New Business Project (VBM2.0)</p>
Price Products and Services	<p><u>VBR2.0 Lessons:</u> Pricing New Store Project Multiplayer Competition</p>
Manage Marketing Communications and Promotions	<p><u>VBR2.0 Lessons:</u> Promotion Advanced Promotion New Store Project Multiplayer Competition</p>
Marketing Products and Services Globally	
Manage Human Resources	<p><u>VBR2.0 Lessons:</u> Staffing New Store Project Multiplayer Competition</p> <p><u>VBM2.0 Lessons:</u> Resumes & Employee Selection Employee Opinions Employee Supervision</p>

	<p>Strikes, Unions & Collective Bargaining</p> <p>New Business Project</p> <p>Multiplayer Competition</p>
Develop a Career	
Examine all Aspects of Industry	<p>All VBR2.0 & VBM2.0 lessons allow students to experience the different functions involved in owning and operating a business. Students also determine their individual strengths and weaknesses within these areas.</p> <p>New Store Project (VBR2.0)</p> <p>Multiplayer Competitions (VBR2.0, VBM2.0)</p> <p>New Business Project (VBM2.0)</p>