

## Business Program

- Within a student's four year program, students will have the opportunity to take various MOUS (Microsoft Office User Suite) certification courses, such as Microsoft Word, Powerpoint, Excel, and Access.
- Students will understand current technological changes and innovations in today's world and learn how to apply technological skills to the world of work.
- Students will gain an understanding of various modes of employment including entrepreneurship and corporate employment.
- Students will work together in an environment that supports team building and collaboration toward common goals.
- Students will gain a variety of skills including financial, marketing, and technological skills.

## TRUMAN AT A GLANCE

### CLUBS

|          |             |                     |
|----------|-------------|---------------------|
| Chess    | Dance       | Multicultural       |
| Drama    | Seekers     | Cheerleading        |
| RAPP     | Yearbook    | Newspaper           |
| Yearbook | Film        | Literary Magazine   |
| Step     | SPARK       | Building with Books |
| Law Team | Debate Team | Robotics Team       |

### ATHLETIC TEAMS

FALL: Cross Country Track (boys and girls), Varsity and Junior Varsity Football (boys), Soccer (boys), and Volleyball (girls)

WINTER: Varsity Basketball (boys and girls), Junior Varsity Basketball (boys and girls), Indoor Track (boys and girls), and Wrestling (boys)

SPRING: Varsity and Junior Varsity Baseball (boys), Outdoor Track (boys and girls), Tennis (boys and girls), Volleyball (boys), Soccer (girls)

### ACADEMICS AND MORE

- Extensive Advanced Placement Program: Math,, English, Science, History, Spanish, and French
- Unrivaled facilities: TV studio, planetarium, state of the art engineering lab, law library, courtroom, and weather station
- Computers in every classroom; 5 wireless labs
- Championship wrestling and basketball teams
- Nationally ranked track athletes
- Affiliations with numerous community based organizations
- Web-site: <http://schools.nycenet.edu/Region2/x455>

## Harry S Truman High School

750 Baychester Avenue  
Bronx, New York 10475

**Sana Q. Nasser, Principal**



## Business Program

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## Truman High School Business Studies Program



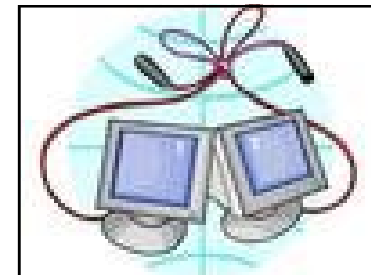
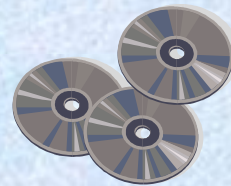
Harry S Truman High School will provide students with the opportunity to explore various career options including growth careers in the 21st century, including the use of current technology in today's marketplace. The program provides an option for students to focus on the business or computer applications. This program is affiliated with NFTE (The National Foundation for Teaching Entrepreneurship), as well as provides opportunities for students to do internships.

Once a student complete a MOUS (Microsoft Office User Suite) certification course, she or she will be eligible to take the MOUS certification exam and earn a permanent MOUS certificate. The student will also earn college credit for this certificate. This will be an advantage when seeking employment in a technologically oriented society.

## OVERVIEW

Students will take the following courses while enrolled in Truman's Business Program:

- Keyboarding
- Microsoft Word
- Powerpoint
- Excel
- Access
- Webpage Design
- General Business
- Entrepreneurship



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