



GACE® Business Education Assessment Test I (042) Curriculum Crosswalk

Required Coursework Numbers

Subarea I. Business Law (20%)															
<i>Objective 1: Understands businesses must know, follow, and enforce laws, regulations, and ethics in business operations</i>															
A. Identifies ethical character traits and values															
B. Explains the relationship between the law and ethics															
C. Identifies consequences of unethical and illegal conduct															
D. Knows the most common sources of the law															
E. Describes the way that a business can be socially responsible															
F. Analyzes the relationship between contract law, law of sale, and consumer law															
G. Explains how offer and acceptance can create contractual rights and duties															
H. Determines whether an agreement is binding as a contract															
I. Identifies the source of law that applies to contracts for goods, services, and real property															
J. Describes consumer credit and electronic credit transaction legislation; e.g., Fair Credit Reporting Act, Fair Credit Billing Act, Equal Credit Opportunity Act, Fair Credit and Charge Card Disclosure Act, and Consumer Credit Protection Act															

Required Coursework Numbers

K. Knows consumer protection legislation; e.g., FTC, Consumer Product Safety Act, and Consumer Leasing Act																		
L. Knows "unfair business practice" and "false and misleading advertising"																		
M. Analyzes the role and importance of agency law and employment law as they relate to the conduct of business in the national and international marketplaces																		
N. Knows laws concerning questioning during employment interviews																		
O. Knows the laws that regulate employees' rights and employment conditions																		
P. Knows the laws that guarantee benefits to workers																		
Q. Knows how to describe the collective bargaining process																		
R. Identifies laws that regulate union activities																		
Subarea II. Communication (24%)																		
<i>Objective 1: Understands how to send and receive communication in a clear, complete, accurate, and professional manner</i>																		
A. Demonstrates knowledge of information reading																		
B. Demonstrates knowledge of social and business listening																		
C. Demonstrates knowledge of spoken communication																		
D. Demonstrates knowledge of written communication																		
E. Demonstrates knowledge of workplace communication																		

Required Coursework Numbers

Subarea III. Economics and Finance (18%)															
<i>Objective 1: Knows economic principles and concepts fundamental to business operations and personal finance</i>															
A. Demonstrates understanding of government’s effect on business activities and economic decisions															
B. Demonstrates knowledge of economic indicators and recognizes economic trends and conditions															
C. Demonstrates knowledge of the impact that global trade has on business decision making															
D. Knows how to identify and compare different market structures and their effects on prices and the quality of goods and services produced															
E. Is familiar with the role of the state and federal agencies that provide importing/exporting information and assistance															
F. Is familiar with how companies comply with United States customs regulations related to their product or service															
G. Is familiar with the impact that antitrust legislation has on businesses															
H. Knows the tools, strategies, and systems used to maintain, monitor, control, and plan the use of financial resources															
I. Knows the fundamental principles of money with respect to making financial exchanges															

Required Coursework Numbers

J. Knows how to analyze financial needs and goals to determine financial requirements																
K. Demonstrates knowledge of management principles of personal finances to achieve financial goals																
L. Understands the use of financial service providers to assist in achieving financial goals																
M. Demonstrates knowledge of investment strategies to ensure financial well-being																
N. Demonstrates knowledge of the factors that affect the choice of credit, the cost of credit, and the legal aspects of using credit																
O. Analyzes the functions of negotiable instruments, insurance, secured transactions, and bankruptcy																
P. Demonstrates knowledge of the essential elements of negotiable instruments																
Q. Understands the types of insurance																
R. Understands the fundamentals of bankruptcy																
Subarea IV. Management (21%)																
<i>Objective 1: Understands the functions of management and their implementation and integration in the business environment</i>																
A. Demonstrates knowledge of how to apply organizational goals and to solve business related problems in the Unites States and abroad																
B. Knows how to solve problems and make decisions related to business resources to achieve organizational goals																

Required Coursework Numbers

C. Knows how to compare leadership styles and determine their effectiveness in addressing various business needs and goals															
D. Is able to discuss management and motivational theories and their application within the business environment															
E. Is able to discuss the interrelationships of a variety of organizational structures															
F. Knows how to analyze financial needs and goals to determine financial requirements															
G. Knows management strategies that promote flexibility and adaptability in a global business environment															
H. Knows how to identify the advantages and disadvantages of a team concept for a business organization															
I. Identifies the role and function of human resources management to obtain foundational knowledge of the nature and scope of human resources management															
J. Explains methods for recruiting and selecting employees															
K. Explains the role of organized labor and its impact on government and business															
L. Explains methods of conducting a needs analysis to determine human resources requirements															

Required Coursework Numbers

Subarea V. Financial Analysis (17%)															
<i>Objective 1: Understands business mathematics and can use and integrate computation skills at all levels</i>															
A. Knows how to apply basic mathematical skills to solve problems															
B. Knows how to apply problem-solving and logic-development skills															
C. Knows how to solve problems involving whole numbers, decimals, fractions, percents, ratios, averages, and proportions															
D. Knows how to analyze and interpret data using common statistical procedures															
E. Demonstrates the use of mathematical procedures to analyze and solve business problems															
F. Knows how to explain different types of business operations and how they are reflected in financial statements															
G. Knows how to apply common international standards of measurement when solving problems															
<i>Objective 2: Understands generally accepted accounting principles and their impact on recording financial transactions</i>															
A. Knows how to describe and explain the conceptual framework of accounting and generally accepted accounting principles and assumptions															

Required Coursework Numbers

B. Is familiar with how to define assets, liabilities, equity, revenue, expenses, gains, and losses															
C. Is familiar with the impact on financial statements when assets are sold, disposed, or rendered obsolete															
D. Knows how to describe the methods and criteria used to account for investments and the impact of those methods on financial statements															
E. Knows how to distinguish between revenue and gains and expenses and losses															
F. Demonstrates the ability to complete the steps in the accounting cycle for preparing financial statements															