



# **FTCE Business Education 6-12 Secrets Study Guide: FTCE Test Review for the Florida Teacher Certification Examinations**

*FTCE Exam Secrets Test Prep Team*

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**\*\*\*Includes Practice Test Questions\*\*\*** Get the test prep help you need to be successful on the FTCE Business Education 6-12 test. The FTCE Business Education 6-12 is extremely challenging and thorough test preparation is essential for success. *FTCE Business Education 6-12 Secrets Study Guide* is the ideal prep solution for anyone who wants to pass the FTCE Business Education 6-12 Exam. Not only does it provide a comprehensive guide to the FTCE Business Education 6-12 Exam as a whole, it also provides practice test questions as well as detailed explanations of each answer. *FTCE Business Education 6-12 Secrets Study Guide* includes:

- A detailed overview of the FTCE Business Education 6-12
- An in-depth look at information and technological systems
- A breakdown of business communications
- An analysis of accounting
- A review to business management
- An examination of financial management
- A guide of business law
- An extensive review of international business
- A full study of career development
- Comprehensive practice questions with detailed answer explanations

It's filled with the critical information you'll need in order to do well on the test: the concepts, procedures, principles, and vocabulary that the Florida Department of Education (FDOE) expects you to have mastered before sitting for the exam. **The Information and Technological Systems section covers:**

- Effects of computers and technology on business
- Utilization of Internet by businesses
- Use of technology in production systems
- Software often utilized in business
- Common toolbar icons

### **The Business Communications section covers:**

- Goals of business correspondence
- Communication types commonly seen in business
- Presentations
- Etiquette in electronic communications

### **The Accounting section covers:**

- Assets
- Accounting cycle
- Inventory costing systems
- Methods to evaluate financial performance

- Sampling techniques and selection

**The Business Management section covers:**

- Management methods
- Functions of management
- Organization structures of companies
- Pertinent factors when determining compensation
- Four Ps of marketing
- Sole proprietorship
- Business plan

**The Financial Management section covers:**

- Investment options
- True costs of credit
- Strategies for lowering a product's cost
- Factors that influence personal income

**The Business Law section covers:**

- Criminal and civil law
- Consumer protection laws
- Product testing and safety
- Ethical issues

**The International Business section covers:**

- Benefits of international trade
- GATT
- Conducting international business through licensing
- Ethnocentrism and stereotyping

**The Career Development section covers:**

- Important characteristics of individuals pursuing a business career
- Gaining job skills and experience
- CTSO
- Benefits of belonging to professional organizations

These sections are full of specific and detailed information that will be key to passing the FTCE Business Education 6-12 Exam. Concepts and principles aren't simply named or described in passing, but are explained in detail. The guide is laid out in a logical and organized fashion so that one section naturally flows from the one preceding it. Because it's written with an eye for both technical accuracy and accessibility, you will not have to worry about getting lost in dense academic language.

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