

Professional Presence

AC-ELHS-25 · 0.5 credit · Semester · High School

Units

Unit 1	Presence as Witness
Unit 2	The Professional Appearance
Unit 3	Introductions & Names
Unit 4	The Business Table
Unit 5	The Workplace
Unit 6	The Interview & the Follow-Up
Unit 7	The Wider World
Unit 8	Executive Composure
Capstone	The Executive Experience (40% of the course grade)