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| Advertising | A way of persuading people to want goods or services. |
| Applicant | A person who requests or seeks something, such as a job. |
| ATM | (Automated Teller Machine) An electronic banking outlet which allows customers to complete basic transactions without the aid of a branch teller. |
| Best Practices | The “best way” to do something to lead to success. |
| Business | A company that sells goods and/or services. |
| Capital Resources | Resources made by people, such as factories. |
| Cash Back | Monies received after a deposit is made. |
| Checking Account | An account that allows the owner to write checks against deposited money. |
| Check Register | A booklet for recording the money that is put in (deposited) or removed (withdrawn) from a checking account. |
| Checks | Written orders to a bank to pay a certain amount of money from a checking account to another person or business. |
| Circular Flow | A model of the movements of goods, services, resources, and money in an economy. |
| Citizen | A member of a town, city, county (parish), state, or country. |
| Community | A place where people live, work, trade, and share. |
| Conflict Resolution | The process of resolving a dispute or disagreement. |
| Credit Card | A card that allows a person to purchase goods and services by paying with money borrowed from a creditor. The borrower then repays the credit card company, often with interest. |
| Criteria | The standards used in making an evaluation of alternatives. |
| Debit Card | A card that allows customers to electronically and immediately withdraw funds from their accounts. |
| Deposit Tickets | Written records of money put into a checking account. |
| Economy | A system of production, consumption, and distribution of goods, services, and resources. |
| Employee | A person who works for an employer. |
| Employer | A person or business that hires one or more people, usually for a salary. |
| Endorse | To write a signature on the back of a check. |
| Entrepreneur | One who organizes, manages, and takes on the risks of a business or enterprise. |
| Ethics | The rules of moral conduct, what is good and bad, that govern an individual or group. |

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| Financial Institution | A business that provides money-related services. |
| Free Enterprise | A system where private businesses have the freedom to operate with little regulation by the government. |
| Gross Pay | The amount an employee has earned before any taxes or other deductions are subtracted. |
| Human Resources | The skills and abilities of workers used in production. |
| Innovative Solutions | Creative ideas for solving problems that are put to use. |
| Interest Earned | The fee received for the use of money. |
| Interest Paid | The fee paid for borrowing money. |
| Interests | Things a person likes to do. |
| Internship | A short-term, career-related work experience for students, with or without pay. |
| Inventory | Goods that a business has in stock to sell. |
| Job Application | A form that is completed, either by hand or online, by people applying for a job. |
| Job Interview | A discussion (usually face-to-face) to determine whether an applicant is suitable for a job. |
| Job Responsibility | The specific tasks and duties associated with a particular job. |
| Job-Shadow | Following a worker who is performing job duties. |
| Loan | An amount of money borrowed by someone that must be repaid, usually with interest. |
| Market | A system in which people and businesses buy and sell goods, services, and resources. |
| Mean | A number equal to the sum of numbers divided by how many numbers are in the set. |
| Median | The numeric value separating the higher half of a sample from the lower half. |
| Mode | The most frequent value of a set of numbers. |
| Natural Resources | Things used in production that occur naturally in the world, such as water. |
| Negotiation | The process of two or more people, who may disagree at first, working together to solve a problem. |
| Net Deposit | The amount of money deposited into an account, minus any cash received. |
| Net Pay | Gross pay minus any taxes and other payroll deductions. |
| Nonprofit Organizations | An organization which exists for charitable reasons, and from which the owners do not benefit from the profit, but rather use the proceeds to help pursue its goals. |

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| Opportunity Cost | The alternative given up when a choice is made, or the next best alternative if there are several. |
| Pay Stub | The part of a paycheck that is retained by the employee as a record of pay and payroll deductions. |
| Payroll Tax | A tax on an employee's pay. |
| Philanthropy | The effort to increase the well-being of people through charitable giving. |
| PIN | Personal Identification Number) A secret numeric password shared between a user and a system. Most often used for ATM's. |
| POS | (Point of Sale) Location where the transaction took place. |
| Private Goods and Services | Goods and services that are bought for a price. |
| Profit | The money left over after a business pays all its costs. |
| Promissory Note | A promise to repay a loan within a certain time period. |
| Prototype | A model or sample of a product to be produced. |
| Public Goods and Services | Goods and services that are shared by everyone, and anyone can use. |
| Quality Business | A business that tries to meet its customers' needs and wants through a process of continuous improvement and teamwork. |
| Ranking | The process of putting things into a position on an ordinal scale in relation to others. |
| Resources | Things and people used to produce goods and services. |
| Responsibility | A duty. |
| Résumé | A summary of a person's work and school experiences to help employers hire the best person for a job. |
| Revenue | Price times the quantity sold. |
| Right | The ability to act in a certain way. |
| Savings Account | An account used to hold money that is not needed right away, and this money accumulates (grows) over time. |
| Scarcity | A very limited supply. |
| Selling Price | The amount of money a buyer pays and a seller receives for the purchase of a unit of a good or service. |
| Skills | Developed abilities a person does well. |
| Soft Skills | Skills that represent the way employees act on the job, such as being punctual, treating customers with kindness, working as a team, and dressing appropriately. |
| Taxes | Money paid to the government to support public facilities and services. |

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| Teamwork | The cooperative efforts by members of a group to achieve the same overall goal. |
| Trade | Exchange goods and services, usually for money. |
| Transaction | An exchange or transfer of goods, services, or funds. |
| Wampum | Small, tubular beads made of white or violet seashells, often strung on leather cord; highly valued by native Americans; used as currency (money) by colonists. |