

Accounting

- **Accounting Data Analysis** (Questions related to liquidity, use of analysis ratios, and the operating cycle)
- **Balance Sheet Analysis** (Questions related to common-size balance sheet, credit balances, and debit balances)
- **Compliance in Accounting** (Questions related to Sarbanes-Oxley Act, annual reports, quarterly reports)
- **Dividends, Stocks, and Bonds** (Questions related to stockholders' equity, common stock, and dividend payments)
- **Financial Statement Analysis** (Questions related to valuation, revenues, and income statements)
- **Interest, Income, and Debt** (Questions related to leverage, asset turnover, and liabilities)
- **Journal Entries** (Questions related to posting transactions, accounts receivable, and accounts payable)
- **Management of Accounting** (Questions related to analysis of risk and return, profitability, liquidity, and use of financial statements)

Business Communications

- **Cross-Cultural Communications** (Questions related to differences, challenges, and guidance for effective communication)
- **Nonverbal Communications** (Questions related to nonverbal clues and impact on effectiveness)
- **Oral and Written Communications** (Questions related to types of communications, good practices and techniques)
- **Organizational Communications** (Questions related to vertical and horizontal communications, selecting the best methods of communication)
- **The Communication Process** (Questions related to elements of the process, feedback and communication styles)

Business Integration and Strategic Management

- **Business-Level Strategy** (Questions related to cost control, differentiation, and customer analysis)
- **Competition** (Questions related to multipoint competition, competitive advantages, and global competition)
- **Corporate Mission, Vision, and Values** (Questions related to mission statements, organizational culture, and vision statements)
- **Corporate Strategies** (Questions related to integration, differentiation, and industry analysis)
- **Corporate Structure and Governance** (Questions related to analysis of activity, antitrust, and strategic leadership)
- **Diversification** (Questions related to acquisitions, internal/external incentives, and levels of diversification)
- **Stakeholders and Shareholders** (Questions related to organizational stakeholders, market stakeholders, and return on investment)

- **Strategic Planning and Decision-Making** (Questions related to the strategic management process, total quality management, and strategic mission)

Economics

- **Consumer Spending and Consumer Price Index** (Questions related to price levels, how CPI is used, and consumer transactions)
- **Economics Trends and Forecasting** (Questions related to economic growth, national savings, and economic policies)
- **Employment and Labor Supply** (Questions related to unemployment rates, recession, and supply capability)
- **Gross Domestic Product: Calculation, Use, Analysis** (Questions related to GDP defined, calculating GDP, and using GDP)
- **Inflation and Recession** (Questions related to depression/recession, inflation rates, and unemployment)
- **Interest Rates, Investment, and Fiscal Policy** (Questions related to government savings, developing fiscal policies, and monetary policy)
- **International Trade** (Questions related to imports/exports, rates, and globalization)
- **Microeconomic Trends and Analysis** (Questions related to competitive markets, production, and profit maximization)
- **Price, Cost, and Profit** (Questions related to marginal costs, revenue, variable/fixed costs)
- **Spending and Saving** (Questions related to income, individual demand, and consumption)
- **Supply and Demand** (Questions related to consumer demand, supply/demand curves, and market/supply analysis)

Legal Environment of Business

- **Antitrust** (Questions related to interstate commerce, defining antitrust, and monopolies)
- **Civil and Criminal Processes** (Questions related to subpoena, an administrative agency, and judicial review)
- **Consumer Protection** (Questions related to consumer protection laws and regulatory agencies)
- **Equal Employment Opportunity** (Questions related to contract employees, severance pay, employment agreements)
- **Financial Regulation** (Questions related to corporate income, capital, and the SEC)
- **Government Regulation of Businesses** (Questions related to administrative agencies, legislative rules, federal agencies, and interested parties)
- **Legal Agreements and Documents** (Questions related to incorporation, trademarks, shareholder agreements, and contracts)
- **Liability** (Questions related to limited liability, personal liability, and limited liability companies)
- **Types of Business Organizations** (Questions related to partnerships, sole proprietorship, LLC, and corporations)

Management

- **HR Manager Roles and Responsibilities** (Questions related to cultural audits, internal analysis, and HR Manager activities)
- **HR Planning** (Questions related to Mission/Vision/Values, trend analysis, and strategic HRM)

- **Recruiting and Retention of Employees** (Questions related to core knowledge, succession planning, and organizational structure)
- **Staffing Decisions** (Questions related to contract labor, the Delphi Technique, and forecasting)

Marketing

- **Marketing Research, Planning, and Strategy** (Questions related to developing a marketing plan, marketing strategies, and defining the market)
- **People** (Questions related to defining the customers, buyers, and consumers)
- **Place** (Questions related to positioning strategies, demand for goods and services, and perceptual maps)
- **Price** (Questions related to retailers, price elasticity, and competition)
- **Product** (Questions related to product life cycle, packaging, and product portfolios)
- **Promotion** (Questions related to product differentiation, demand curves, and market advantage)