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STRAND STA	ΓANDARD	OBJECTIVES (What it looks like in the classroom) The learner will	# OF DAYS NEEDED FOR MASTERY DATES TAUGHT	DATE ASSESSED	ASSESSMENT TYPE (classroom, STAR, objective, subjective, project, etc.)	RESOURCES (Materials, web sites, auto-visual, print)	LEARNING ACTIVITIES
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	1 OIK I UUIIC S	CHOOIS		DIVO	Siffed Occu	ipations, work bas	ed Learning (grade 12	<i>)</i>
STRAND	STANDARD	OBJECTIVES (What it looks like in the classroom) The learner will í	# OF DAYS NEEDED FOR	DATES TAUGHT	DATE ASSESSED	ASSESSMENT TYPE (classroom, STAR, objective, subjective, project, etc.)	RESOURCES (Materials, web sites, auto-visual, print)	LEARNING ACTIVITIES
Foundation	BE 12.1 Career	Students will	1 year	Various	Ongoing	Resumes	Job Hunting	develop a career plan based
Skills and	Development	understand	_ 3		g		Handbook	on information about self
Knowledge	Bevelopment	career preparation				Cover Letters	Handbook	explore career opportunities
Knowicage		and job				Cover Letters	Department of	and projected trends
		_				Mock Job	Labor Website	nationally and internationally and identify required
		acquisition skills						education and training
		required for				Search	www.dol.gov	explore a variety of domestic
		employment,						and global trends by
		professionalism				Mock Job	Occupational	gathering, evaluating, using
		and career				Interview	Outlook	and citing employment information from print and
		transition in their					Handbook	inline resources
		chosen fields.				Article		identify transferable
						Reviews	Multiple	competencies and job-
		Students will					Communication	specific skills related to career and job options;
		demonstrate					Workshops	examine effects of job
		competency by					_	changes and identify sources
		matching skill and					Career	for retraining and career transition
		aptitudes for					Inventories	
		occupations,						determine realistic personal and professional goals
		planning career					Personal	examine aptitudes related to
		options and					Inventories	career options; relate personal
		applying job						characteristics and interests to educational and occupational
		acquisition skills.					Worksite	opportunities
							<b>Evaluations</b>	complete ampleyment does
								complete employment docs and interview process
							Nebraska Work-	_
							<b>Based Learning</b>	demonstrate positive work habits and make ethical
							Manual	choices
Form develor	ed by ESU #6			Pag	e - 3 -			participate in shadowing, mentoring, internships, paid cooperative experiences or volunteer experiences in the community to prepare for transition to school from work

	TOTA PUBLIC SCHOOLS					Diversified Occupations/ work-based Learning				
STRAND	STANDARD	OBJECTIVES (What it looks like in the classroom) The learner will	# OF DAYS NEEDED FOR	DATES	DATE	ASSESSMENT TYPE (classroom, STAR, objective, subjective, project, etc.)	RESOURCES (Materials, web sites, auto-visual, print)	LEARNING ACTIVITIES		
Foundation	BE 12.2	Students will	1 year	Various	Ongoing	Resumes	Job Hunting	Participate in and lead group		
Skills and	Communication	understand the	1 your	, m110 m3	ongoing	itesumes	Handbook	discussion.		
Knowledge	Communication	principals of oral				Cover Letters	Handbook	Compose, format and edit		
Knowieuge		and written				Cover Letters	Donautment of	correspondence and		
						M1- T-1-	Department of	demonstrate appropriate job interview skills.		
		communication.				Mock Job	Labor Website	interview skiiis.		
						Search	www.dol.gov	Present a positive image		
		They will						using clear and courteous verbal and nonverbal		
		demonstrate				Mock Job	Occupational	communication.		
		competency by				Interview	Outlook	Demonstrate sensitivity		
		interacting					Handbook	toward and an appreciation		
		effectively with				Article		for a diverse population.		
		people in the				Reviews	Multiple	Develop an awareness of the		
		workplace and in					Communication	language and varying		
		society.					Workshops	customs required for effective international communication.		
		society.					vv or kshops	international communication.		
							Career	Demonstrate active listening.		
								Incorporate appropriate		
							Inventories	leadership and supervision		
								techniques, customer service		
							Personal	strategies and personal ethics to communicate effectively		
							Inventories	with business constituencies.		
								(customer relations, business		
							Worksite	relationships, leadership, supervisory communication,		
							Evaluations	personal ethics)		
								Research, compose and orally		
							Nebraska Work-	present information for a		
							Based Learning	variety of situations utilizing		
							Manual	appropriate technology.		
							wanuai	Edit and correct text using		
								standard English for sentence structure, usage, punctuation,		
								capitalization and spelling.		
								Continued Deleve		
								Continued Below		

	TOTK Tublic L					T	ed Dearning (grade 12	,
STRAND	STANDARD	OBJECTIVES (What it looks like in the classroom) The learner will	# OF DAYS NEEDED FOR	DATES	DATE ASSESSED	ASSESSMENT TYPE (classroom, STAR, objective, subjective, project, etc.)	RESOURCES (Materials, web sites, auto-visual, print)	LEARNING ACTIVITIES
	BE 12.2 Communication (Continued)							Use relevant, reliable print and electronic resources to create necessary notes, outlines and reference citations.  Follow an interpret
								directions, graphs, charts and diagrams found in technical writing.
								Compose and produce a variety of business messages and reports using correct style, format and content.
								Use technology to enhance the effectiveness of communication by using proper techniques and e-mail etiquette.
								Use a variety of information technology resources to evaluate the bias of information sources.

	TOIR TUDIE	CHOOLS		Biver	Billied Occu	pations, work bas	cu Learning (grade 12	7
STRAND	STANDARD	OBJECTIVES (What it looks like in the classroom) The learner will í	# OF DAYS NEEDED FOR MASTERY	DATES TAUGHT	DATE ASSESSED	ASSESSMENT TYPE (classroom, STAR, objective, subjective, project, etc.)	RESOURCES (Materials, web sites, auto-visual, print)	LEARNING ACTIVITIES
Foundation	BE 12.7 Ethics	Students will	1 year	Various	Ongoing	Resumes	Job Hunting	Examine and discuss current
Skills and	DE 1207 Ethics	understand the	ı yemi	, milous	ongoing	resumes	Handbook	ethical conflicts and issues
						C I -44	Hanubuuk	facing businesses. (discrimination, divulging
Knowledge		importance of				Cover Letters	75	confidential information or
		business ethics at					Department of	trade secrets, employee
		the individual,				Mock Job	Labor Website	conflict of interest, expense account abuse, manipulation
		organizational,				Search	www.dol.gov	or destruction of records,
		technological,						offering or taking kickbacks,
		professional,				Mock Job	Occupational	stealing from the company)
		societal and				Interview	Outlook	Identify examples of ethical
		international					Handbook	conflict that occur in business (accounting, advertising,
		levels. They will				Article	11unuboon	banking and finance, law,
		demonstrate				Reviews	Multiple	manufacturing, media,
						Keviews	<b>Communication</b>	medicine, product safety and liability, sales and the
		competency by						workplace)
		identifying why					Workshops	Discuss othical minainles and
		ethical problems						Discuss ethical principles and appropriate models of ethical
		exist, examining					Career	reasoning.
		ethical models,					Inventories	Explain the consequences of
		applying ethical						unethical or illegal behaviors
		reasoning and					Personal	in business, technology and
		adhering to ethical					Inventories	the workplace.
		use policies.						Describe domestic and
		F 3110100.					Worksite	international laws that affect how business is transacted in
							<b>Evaluations</b>	the United States and abroad.
							Evaluations	(Foreign Corrupt Practices
							Mohwaalta Ward-	Act, Whistleblowers Act)
							Nebraska Work-	Follow organizational
							Based Learning	policies as well as federal and
							Manual	state laws pertaining to computer crime and abuse
								(data security, copyright
								infringement, plagiarism, use of technology in school and
								workplace environments)

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