

**Mississippi
State Department of Education
2024 Instructional Materials
Adoption**

HOW TO REVIEW



www.icevonline.com/mississippi-24

Step 1: View the video to learn the layout of the iCEV online curriculum platform and review tips.

Mississippi State Department of Education

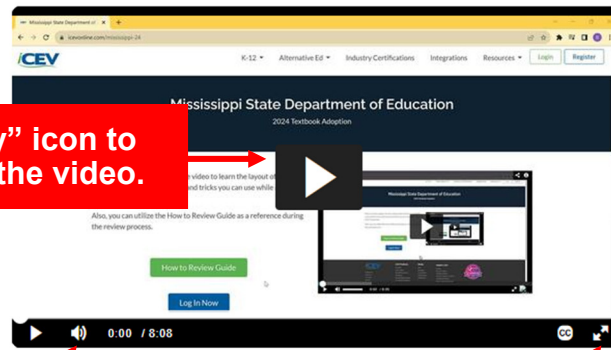
2024 Instructional Materials Review

Prior to review, please view the video to learn the layout of iCEV's online platform as well as tips and tricks you can use while reviewing iCEV's materials.

Also, you can utilize the How to Review Guide as a reference during the review process.

HOW TO REVIEW GUIDE

LOG IN NOW



Adjust the volume, if needed.

Open the video full screen, if needed.

PLEASE NOTE: The video provides an overview of the layout of the iCEV online curriculum platform as well as explains how to review the various curriculum components.

Step 2: Log in to the iCEV online curriculum platform using the issued reviewer username and password.

Mississippi State Department of Education

2024 Instructional Materials Review

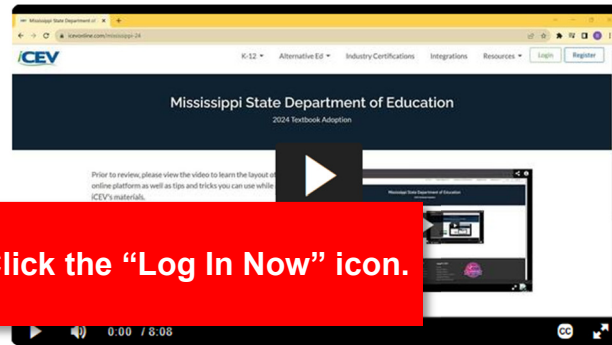
Link to a PDF of the How to Review Guide.

Also, you can utilize the How to Review Guide as a reference during the review process.

HOW TO REVIEW GUIDE

LOG IN NOW

Click the "Log In Now" icon.



REGISTER STUDENT

Login

Username

24MS_02Review

Password

LOG IN

Forgot password

Enter the provided username and password for the review. Click the "Log In" icon to enter the curriculum platform.

OR



Log in with Clever



Sign-in with ClassLink



Sign in with Google

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Step 3: On the My Courses page, choose the course to review and open the Lessons page.

Welcome, MS24_Teacher

This is your "My Courses" page, where you can manage courses, rosters, student certification programs, and reports. The order will be saved automatically.

My Courses

Last Viewed Lesson ▶ Course Options

↑ ↓ iCEV Entrepreneurship (Individual Course) How To Review VIEW

Roster Management | Student Certification Reports

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PLEASE NOTE: The courses which appear is based upon the username and password you enter. So only the course or courses iCEV has bid for the subject area being reviewed will be listed.

iCEV Entrepreneurship (Individual Course)

My Courses / iCEV Entrepreneurship (Individual Course)

Lessons

View Lesson

How To Review	VIEW
A Job Defined: Entrepreneur - CC - UPDATED	VIEW
Financial Aspects of Business - CC	VIEW
Evaluating Employees - CC	VIEW
Creating Employee Policies & Procedures - CC	VIEW
Risk Management - CC	VIEW
Business Ownership & Registration - CC	VIEW
Management Functions - CC	VIEW
Aspects of a Business Plan - CC	VIEW
Business & Management Concepts - CC	VIEW
Workplace Communication - CC - UPDATED	VIEW

Students

- Manage Roster
- Course Grades Report
- Invite Students

REVIEW TIP:

HOW TO REVIEW LESSON

For your convenience, a lesson containing the “How to Review” video, “How to Review” PDF guide and “Scope & Sequence of Curriculum” document are listed first in each playlist.

iCEV Entrepreneurship (Individual Course)

My Courses / iCEV Entrepreneurship (Individual Course)

Lessons

View Lesson

How To Review **VIEW** SOCIAL-EMOTIONAL LEARNING TOOLKIT

A Job Defined: Entrepreneur - CC - UPDATED **VIEW** Students

Click “View” icon to open the lesson.

iCEV Entrepreneurship (Individual Course)

To access lesson resources including assessments, worksheets, activities and other materials, scroll below the video/PowerPoint.

My Courses / iCEV Entrepreneurship (Individual Course) / How To Review

How To Review STUDENT GRADES REPORT

Presentation Visible to Students

Mississippi State Department of Education

How to review, please view the video to learn the layout of iCEV's online platform as well as tips and tricks you can use while navigating iCEV's materials. Also, you can add the How to Review Guide as a reference for the review process.

How to Review Guide Log In Now

Transportation: Automotive & Diesel

Share Presentation with Google Classroom

Instructional Materials

Resources

How to Review

Scope & Sequence of Curriculum

For reference, this lesson also contains the How To Review Video and How to Review Guide.

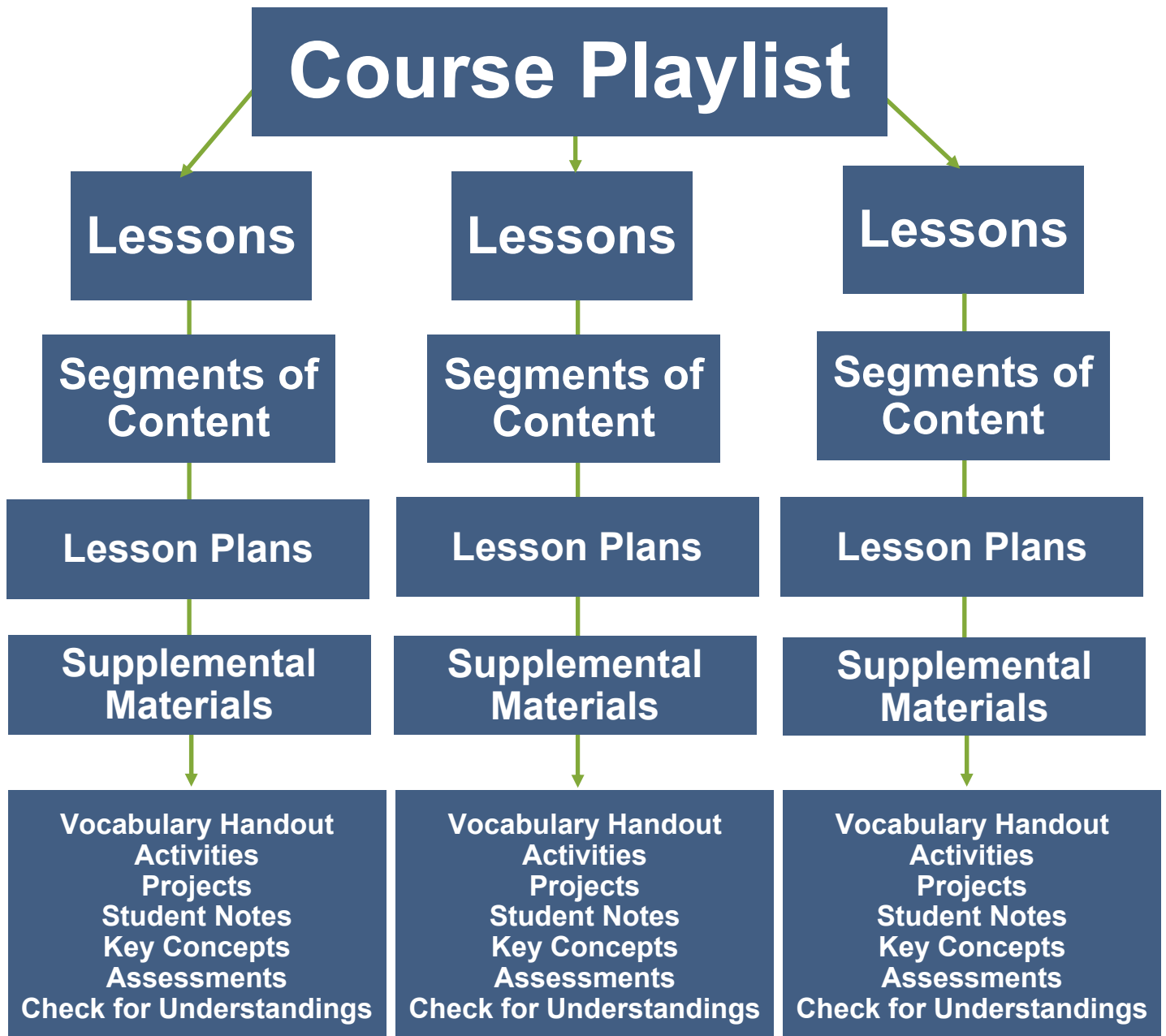
The Scope & Sequence of Curriculum document provides correlations, order of lessons and a rubric for the Course being reviewed.

PLEASE NOTE: This lesson is for review purposes only.

REVIEW TIP:

iCEV LAYOUT OVERVIEW

iCEV curriculum is organized into course playlists which contain all of the materials for a course. Each course playlist is composed of video and PowerPoint® lessons and text-facing content with navigable content tabs which can be thought of as the chapters of the course playlist. Each lesson is comprised of smaller learning objective based segments. Additionally, each lesson is accompanied by a lesson plan as well as pre-made supplemental materials, such as vocabulary handouts, activities, projects, worksheets, student notes, key concepts, student handouts, assessments and check for understandings.



Step 4: Click the “Scope & Sequence of Curriculum” link to view the Evaluation Tool for the course. *

- * This PDF is an electronic copy of the printed evaluation tool you should have received for the course.
- * Regardless of the course you are reviewing, the general layout of the Lessons page and the iCEV Scope & Sequence of Curriculum are the same.

iCEV Entrepreneurship (Individual Course)

My Courses / iCEV Entrepreneurship (Individual Course)

Lessons

How To Review	VIEW
A Job Defined: Entrepreneur - CC - UPDATED	VIEW
Financial Aspects of Business - CC	VIEW
Evaluating Employees - CC	VIEW
Creating Employee Policies & Procedures - CC	VIEW
Risk Management - CC	VIEW

Click the “Standards Alignment” link to open a PDF of the correlations of iCEV lessons to the specified course standards for Mississippi.

STANDARDS ALIGNMENT
SPECIAL POPULATION STRATEGIES
SOCIAL-EMOTIONAL LEARNING TOOLKIT

Students

- Manage Roster
- Course Grades Report
- Invite Students

PLEASE NOTE:

The Standards Alignment button opens a copy of the correlations to the standards specified by the Mississippi Department of Education for the course you are reviewing.

The Special Populations button opens a document which provides teaching strategies and potential solutions to meet the needs of all students in a classroom. This document is referenced in the correlations and can be accessed at any time on the Lessons page.

The Social-Emotional Learning Toolkit button opens a document which provides strategies and tools for incorporating SEL teaching strategies in any Career and Technical Education (CTE) classroom.

REVIEW TIP:

DECIPHERING CORRELATIONS

Each standard is listed in the left column and to the right beneath the “ICEV Lessons” headings is the corresponding location where the standard is met.

Competencies & Suggested Objectives	ICEV Lessons
Unit 1: Entrepreneurs & Entrepreneurial Skills 1. Examine the role entrepreneurs play in today’s economy and recognize the unique personal characteristics and skills that successful entrepreneurs possess.	A Job Defined: Entrepreneur (A Job Defined: Entrepreneur Video Segment), Activity - Entrepreneur Blueprint
a. Define entrepreneur and entrepreneurship.	Financial Aspects of Business (Slides 34-64), Project - Business Plan

A Job Defined: Entrepreneur (A Job Defined: Entrepreneur Video Segment), Activity - Entrepreneur Blueprint

Financial Aspects of Business (Slides 34-64), Project - Business Plan

Lesson Name (Location in Lesson), Location in Supplemental Materials of the Lesson

Step 5: Review correlations to Mississippi Standards.*

* All iCEV lessons utilize Microsoft® PowerPoint® presentations, video chapters or a combination of both which contain the content of the standard in a segment of slides or video. Below is an example of a PowerPoint® lesson.

The screenshot shows a lesson page for "Keyboarding Techniques: Posture & Finger Placement". At the top right, there is a "View Lesson Plan" button. Below the title, there is a "Select Playlist" dropdown menu and a "Video/PowerPoint visible to Students" checkbox. The main content area displays a video player with a "CEV" logo and a "Marking Tool" button. A red callout box points to the "Outline" button in the top right corner of the video player, stating: "To easily locate specific slides, click 'Outline' to open an all slides view." Another red callout box points to the "Previous" and "Next" navigation buttons at the bottom of the video player, stating: "Use the buttons to move from slide to slide." A third red callout box points to the "Full Screen" icon in the bottom right corner of the video player, stating: "Open in Full Screen mode." Below the video player, there is a "Share Video/PowerPoint with Classroom" button. A blue bar labeled "Instructional Materials" is collapsed. A red callout box points to this bar, stating: "PLEASE NOTE: When you open a lesson, the Instructional Materials heading will be collapsed. To open this section, click on the Instructional Materials header." Below the "Instructional Materials" bar, there is a "Resources" section with a list of items: "PowerPoint - Keyboarding Techniques: Posture & Finger Placement (Downloadable Version)", "Action Plan", "Activity - Command Keys & Shortcuts Flash Cards", and "Activity - Proper Posture & Workspace Setup". A red callout box points to this list, stating: "Correlations listed in (Location in Lesson) are correlated to content within the PowerPoint® or video portion of a lesson."

The **Location in Supplemental Materials of the Lesson** correlations will appear beneath the Instructional Materials heading. You may need to scroll through the list to locate each item. To open the item listed, click on the link. When clicked, each link will open a PDF of the file in another tab.

All supplemental materials are included here such as Student Handouts, Activities, Projects, Vocabulary Handouts and Assessments. See Appendix for more information.

REVIEW TIP: LOCATING POWERPOINT® SEGMENTS OR SLIDES

The screenshot displays a PowerPoint presentation titled "Keyboarding Techniques: Posture & Finger Placement". At the top, there are buttons for "View Lesson Plan", "Student Grades Report", and "Export Common Cartridge". Below this, a "Select Playlist" dropdown is set to "Keyboarding Techniques: Posture & Finger Placement", and a checkbox for "Presentation Visible to Students" is checked. The main content area shows a "Main Menu" slide with three blue arrow icons pointing to "Introduction", "Touch-System Techniques", and "Command Keys & Shortcuts". At the bottom of the slide, there are "Previous" and "Next" navigation buttons. A red circle highlights the "Outline" button in the top right corner of the slide, and another red circle highlights the "Previous" and "Next" buttons at the bottom. A red arrow points from the "Outline" button to a red text box on the right. Another red arrow points from the "Previous" and "Next" buttons to a red text box on the left.

If a PowerPoint® contains multiple segments, navigate to the Main Menu by clicking the arrow icons at the bottom of the viewing window until you reach the Main Menu slide and click the link to the segment.

Also, you can scroll through the slides until you reach the segment or slide numbers needed for review by clicking the arrows at the bottom of the viewing area.

To easily locate specific slides, click "Outline" to open an all slides view.

PLEASE NOTE: The Main Menu slide of a PowerPoint® lesson can typically be found beginning on slide three or four of a presentation.

Step 5: Review correlations to Mississippi Standards.*

* All iCEV lessons utilize Microsoft® PowerPoint® presentations, video chapters or a combination of both which contain the content of the standard in a segment of slides or video. Below is an example of a video lesson.

The screenshot shows a video player for a lesson titled "Conflict Management". At the top, there are buttons for "View Lesson Plan" and "Student Grade". Below the video player, there is a "Share Presentation with Google Classroom" button. A blue bar labeled "Instructional Materials" is collapsed. Below this bar, a "Resources" section lists several items: "Academic Grading Rubric", "Video Transcript", "Action Plan", "Activity - Career Connections", and "Activity - Conflict Management Style".

To see how all of the materials work together, view the Lesson Plan.

Correlations listed in (Location in Lesson) are correlated to content within the PowerPoint® or video portion of a lesson.

The segments listed in the correlations can be found listed in the video player.

PLEASE NOTE: When you open a lesson, the Instructional Materials heading will be collapsed. To open this section, click on the Instructional Materials header.

The **Location in Supplemental Materials of the Lesson** correlations will appear beneath the Instructional Materials heading. You may need to scroll through the list to locate each item. To open the item listed, click on the link. When clicked, each link will open a PDF of the file in another window.

All supplemental materials are included here such as Student Handouts, Activities, Projects, Vocabulary Handouts and Assessments. See Appendix for more information.

REVIEW TIP: LOCATING VIDEO SEGMENTS

All video lessons are segmented into small learning objectives. Each segment can be played separately by clicking on the desired segment, or you can click play on the first segment and watch each segment in order. Once a segment finishes playing, the next segment will automatically load and begin playing.

The screenshot shows a web interface for a lesson titled "Conflict Management". At the top, there are buttons for "View Lesson Plan", "Student Grades Report", and "Export Common Cartridge". Below these is a "Select Playlist" dropdown menu set to "Conflict Management". The main content area features a video player with a play button and a video thumbnail showing two people. To the right of the video player is a list of five video segments, each with a thumbnail, title, and duration. A red bracket on the right side of the segment list is labeled "Video Segment". Below the video player is a control bar with a play button, volume icon, and a "Full Screen" button. A red arrow points from the "Full Screen" button to a red box labeled "Full Screen". Another red arrow points from the play button in the control bar to a red box labeled "Play". A third red arrow points from the play button in the video player to a red box labeled "Play". A fourth red arrow points from the volume icon to a red box labeled "Volume". A fifth red arrow points from the video player area to a red box labeled "Move from segment to segment.". Below the video player is a section titled "Instructional Materials" with a list of resources. Each resource has a "Share With Classroom" button and a "Visible to Students" checkbox. The resources listed are: "Academic Grading Rubric", "Video Transcript", "Action Plan", "Activity - Career Connections", and "Activity - Conflict Management Style".

Segment Number	Segment Title	Duration
1.	Conflict Management: Defining Conflict	3:26
2.	Conflict Management: Analyzing Conflict	5:24
3.	Conflict Management: Conflict Management Style	3:02
4.	Conflict Management: Resolving Conflict	5:25
5.	Conflict Management: Third Party Intervention	9:07

Step 5: Review correlations to Mississippi Standards.*

* All iCEV lessons utilize Microsoft® PowerPoint® presentations, video chapters or a combination of both (hybrid) which contain the content of the standard in a segment of slides or video. Below is an example of a hybrid lesson.

The screenshot shows a presentation slide titled "Main Menu" with a list of topics: Documents & Templates, Opening Documents & Templates, Using the Keyboard & Entering Text, and Typing in a Document. A "Select Playlist" dropdown menu is open, showing the same topics. A "View Lesson Plan" button is visible at the top right. Below the slide, there is a section for "Instructional Materials" which is currently collapsed. A "Resources" section is also visible, containing links for a PowerPoint, Video Transcript, and Lesson Plan.

To see how all of the materials work together, view the Lesson Plan.

Correlations listed in (Location in Lesson) are correlated to content within the PowerPoint® or video portion of the lesson.

Use the Main Menu slide and the Select Playlist drop-down menu to locate the segment listed in the alignments.

PLEASE NOTE: When you open a lesson, the Instructional Materials heading will be collapsed. To open this section, click on the Instructional Materials header.

The **Location in Supplemental Materials of the Lesson** correlations will appear beneath the Instructional Materials heading. You may need to scroll through the list to locate each item. To open the item listed, click on the link. When clicked, each link will open a PDF of the file in another window.

All supplemental materials are included here such as Student Handouts, Activities, Projects, Vocabulary Handouts and Assessments. See Appendix for more information.

Step 6: Return to the Lessons page to continue the review.

Business Essentials
To access lesson resources including assessments, worksheets, activities and other materials, scroll below the video/PowerPoint.

My Courses > **Business Essentials** > Business & Management Concepts - CC

Business & Management Concepts - CC View Lesson Plan Student Grades Report

Select Media: 1. Business & Management Concepts - CC Presentation Visible to Students

ICEV by CEV Multimedia Marking Tools | Outline

BUSINESS & MANAGEMENT CONCEPTS

Business Essentials [Edit title](#)

My Courses > Business Essentials

Lessons Customize this Course

How To Review	View
Business & Management Concepts - CC	View
Economic Utilities - CC	View
Economic Concepts - CC	View
Ethics in Business - CC	View
The Accounting Industry - CC	View
Political & Economic Systems - CC	View
Competition & Free Enterprise - CC	View
Global Industry - CC	View
E-Commerce in Business - CC	View

[Special Population Strategies](#)
[Social-Emotional Learning Toolkit](#)
[Course Grades Report](#)
[Invite Students](#)
Course Assessments
[Create Assessment](#)
Settings
[Copy Lesson Visibility Settings](#)

Appendix

ICEV lessons may include the following:

- Lesson plan
- Student activities and projects
- Assessments, check for understandings and final assessments
- Vocabulary handouts

The screenshot shows the 'Conflict Management' lesson page. At the top right, there are three buttons: 'View Lesson Plan', 'Student Grades Report', and 'Export Common Core Standards'. A red arrow points from a red box labeled 'Lesson Plan' to the 'View Lesson Plan' button. Below the video player, there is a section titled 'Instructional Materials' with a table of resources. On the left, three red boxes labeled 'Activities', 'Projects', and 'Vocabulary' have arrows pointing to the 'Activities' section of the table. At the bottom, a red box labeled 'Assessments' has an arrow pointing to the 'Assessments' section of the table. On the right, a red box contains text explaining that the interactive heading 'Instructional Materials' opens a set of interactive activities and assessments, and that the options shown are duplicates of printable materials not necessary for review.

Lesson Plan

Activities

Projects

Vocabulary

Assessments

The Interactive heading, if clicked, will open a set of interactive activities and assessments.

These interactive options are duplicates of printable materials and are not necessary for the review process.

Appendix - Traditional Lesson Plan

Lesson Plan

Conflict Management

Each lesson is multimedia based, either a PowerPoint® Slide Series or a Video. This is listed on each Lesson Plan.

Media Type: Video
Duration: 26 minutes

Goal: To define conflict, analyze common causes of conflict and provide the solutions to resolve a conflict.

Description:

Although conflicts can be destructive to businesses and organizations, they can bring about positive impacts if handled properly. This presentation defines conflict, investigates common causes of conflict and compares different conflict management styles. Students will learn skills to resolve conflict and the process of third party intervention.

Objectives:

1. To define conflict.
2. To analyze common causes of conflict.
3. To compare five conflict management styles.
4. To learn skills to resolve conflict.
5. To explain third party intervention process.

Each lesson plan provides an overview of the scope and sequence of the skills and concepts presented in each lesson.

Common Core Standards

College & Career Readiness Anchor Standards for Reading

Reading Standards for Informational Text

Key Ideas & Details	9-10.1	Cite strong and thorough textual evidence to support analysis of what the text says explicitly as well as inferences drawn from the text.
	11-12.1	Cite strong and thorough textual evidence to support analysis of what the text says explicitly as well as inferences drawn from the text, including determining where the text leaves matters uncertain.
Integration of Knowledge & Ideas	9-10.7	Analyze various accounts of a subject told in different mediums, determining what is true and consistent across accounts.
	11-12.7	Integrate and evaluate multiple sources of information presented in different formats or media, including what is true, consistent, biased, or what is true and consistent across accounts.

Most lessons contain a list of Common Core to show how the lesson impacts core subject areas on the Lesson Plan.

College & Career Readiness Anchor Standards for Language

Language Standards

Conventions of Standard English	9-12.1	Demonstrate command of the conventions of standard English grammar and usage when speaking and writing.
	9-12.2	Demonstrate command of the conventions of standard English capitalization, punctuation, and spelling when speaking and writing.
Knowledge of Language	9-12.1	Apply knowledge of language to understand how language functions in different contexts, to make choices for how to use language for different purposes, and to understand the power and nuance of different language forms.
	9-12.2	Apply knowledge of language to understand how language functions in different contexts, to make choices for how to use language for different purposes, and to understand the power and nuance of different language forms.
Acquisition and Fluency	9-12.1	With general self-direction, use appropriate strategies to set goals, monitor progress, and adjust to difficulties, demonstrating consistent growth and achievement in language acquisition and use.
	9-12.2	With general self-direction, use appropriate strategies to set goals, monitor progress, and adjust to difficulties, demonstrating consistent growth and achievement in language acquisition and use.

If the Lesson Plan does not include Common Core Alignments, the alignments will appear beneath the Instructional Materials heading in their own document.

Appendix - Traditional Lesson Plan

Lesson Plan

Conflict Management

Each Lesson Plan provides the teacher with instructional strategies for each lesson as well as a daily schedule of progression.



Lesson Plan

Hand out or have students access the *Action Plan*. The *Action Plan* provides a list of tasks for students to perform to complete the lesson.

Class 1: Begin the class by distributing the *Vocabulary Handout* and the *Worksheet* for students to use as reference materials. Show the *Defining Conflict* segment. Students should complete the corresponding **Assessment**. Instruct students to begin the *Green Power or Not? Project*.

Class 2: Remind students to use the *Vocabulary Handout* and the *Worksheet* as references. Show the *Analyzing Conflict* segment. Students should complete the corresponding *Assessment*. Instruct students to complete the *What Caused the Conflict? Activity*. Provide students with instructions for the *Conflict Theories Project* and *Ethical Guideline for Mediators Project*. Allow students to choose one *Project* to work on at home.

Class 3: Remind students to use the *Vocabulary Handout* and *Worksheet* as references. Show the *Conflict Management Style* segment. Students should complete the corresponding *Assessment*. Instruct students to complete the *Conflict Management Style Activity*.

Class 4: Remind students to use the *Vocabulary Handout* and the *Worksheet* as references. Show the *Resolving Conflict* segment. Students should complete the corresponding *Assessment*. Complete the *Positive Language Activity*.

Class 5: Remind students to use the *Vocabulary Handout* and the *Worksheet* as references. Show the *Third Party Intervention* segment. Students should complete the corresponding *Assessment*.

Class 6: Distribute the *Conflict Management Final Assessment* and allow time for students to complete it. Students

should share their *Green Power or Not? Projects* with the class. Students should turn in their completed *Projects/Activities* before the end of class.



Conflict Resolution Network

- <http://www.crnhq.org/>
- <http://www.ohrd.wisc.edu/online/index.asp>
- http://www.helpguide.org/mental/eq8_conflict_resolution.htm

Each lesson contains activities, projects and assessments to provide opportunities for the review and practice of retaining and acquiring information.



BPA

- Administrative Support Workplace Skills
- Management, Marketing & Human Resources Workplace Skills
- Human Resource Management

DECA

- Principles of Business Management and Administration

FBLA

- Business Communication
- Introduction to Business Communication
- Management Decision Making

Each lesson aligns to Career & Technical Student Organization competitions to enhance student learning of the career-ready standards through application.



Using the *Career Connections Activity*, allow students to explore the various careers associated with this lesson. See the *Activity* for more details. *If student licenses have been purchased:* Students will select the interviews to watch based on your directions. *If only a teacher license is purchased:* Show students career interviews and instruct them to only complete the interview form for the required number of interviews.

- iCEV50450 Tahnee Truitt, HR Manager, So Plains Coop
- iCEV50634 Maria Allridge, HR Specialist, J Boots
- iCEV50213 Mike Van Lente, Director of Corporate Training, Radio Shack, International Justice Mission

Each lesson lists career interviews from industry professionals which apply to the content of the lesson and encourage career exploration.

Appendix - Traditional Lesson Plan

Conflict Management

LESSON



Lab Activities

What Caused the Conflict?

Directions:

Students will write down a conflict he or she has experienced personally. Students should not include names of people who have solved their conflicts and not put their names on the paper. Redistribute the conflict cases to students. Students will write down the causes of the conflict and the most appropriate solution. Ask student volunteers to read their cases, provide the causes of the conflict, and present the solution.

Conflict Management Style

Directions:

Divide the class into groups of two. Students will design a conflict scenario and take turns playing the roles. Each student will use a different conflict management style: competitive, accommodating, avoiding, compromising and collaborating. Students will choose the most appropriate conflict management style for the scenario and present their solution to the class.

Positive Language

Directions:

Distribute the *Positive Language Activity*. Instruct students to rephrase the negative statements to positive statements. Make sure they use positive language techniques such as reframing, specific statements and relationship building.



Projects

Green Power or Not?

Directions:

Divide the class into groups of three or four. Students will read the conflict case on the *Green Power or Not?* sheet. Students will create a report to explain their solution for the conflict. Make sure they state the problem, the opinions of the conflicting parties, list all possible solutions and according outcomes and select the most appropriate solution.

Conflict Theories

Directions:

Divide the class into groups of three or four. Students will conduct research on the theories of the causes of conflict. Students will create a 1,000 word paper discussing the theories. Common conflict theories include: attraction, social exchange and equity theories.

Ethical Guidelines for Mediators

Directions:

Divide the class into groups of three to four. Student will conduct research on regulations and ethical guidelines for mediators. Students will create a 1,000 word handbook of Ethical Guidelines for Mediators based on the findings. Make sure they include important issues in the mediation process such as confidentiality and impartiality.

Each lesson includes projects and activities which serve as learning objectives and opportunities for learners to practice lesson objectives and skills.

The activities and projects offer options for differentiated instruction.

By utilizing the activities and projects accompanying each lesson, technology and manipulatives are incorporated into each lesson.

The activities and projects provide project-based learning scenarios and require students to use critical and higher level thinking skills as well as creativity and innovation.



Appendix - Traditional Vocabulary Handout

Conflict Management

Conflict

disagreement through which parties involved perceive a threat to their needs, interests and concerns

Office of Quality Improvement & Office of Human Resource Development
University of Wisconsin-Madison. (2012). Conflict Resolution. Retrieved July 23rd, 2012, from <http://www.ohrd.wisc.edu/onlinetraining/resolution/index.asp>

Power

ability to perform an action or the possession of control or influence over others

Trust

belief in someone's ability and reliability

Personality

set of characteristics and qualities which distinguish an individual

Conflict Management Style

individual's preferred way to respond to conflict

Collaborative Attitude

positive mindset of which disputing parties take to create a healthy relationship with each other

Reframing

expressing something in a different way without changing the meaning

Third Party Intervention

phrase in the conflict resolution process when a third party is involved to help the disputing parties solve the problem

Facilitator

a third party who manages the process of negotiation

Mediator

a third party who helps conflicting parties clarify the situation and decide on a solution

Arbitrator

a given authority who hears all sides of a case and makes final decision based on the information gathered

Each lesson includes a vocabulary handout which serves as a reference to support student learning as a glossary and word list.

The vocabulary handout highlights career and technical vocabulary which appears in each lesson to facilitate student learning.

Appendix - New iCEV Lesson Plan

Each lesson can be changed to the language needed for the student.

Each lesson plan is equipped with a text to speech function. This allows any text to be highlighted and read in the chosen language.

Highlight any text to hear text-to-voice speech
Select Language
Powered by Google Translate

Preparing for an Entrepreneurship

Lesson Overview

Media: Microsoft® PowerPoint® Presentation (35 slides)
Seat Time: 5 Classes | 250 minutes teaching

Goal:

To expose students to the aspects of ethical, social and legal responsibilities in relation to entrepreneurship.

Description:

This lesson focuses on understanding ethical, social and legal responsibilities in relation to entrepreneurship.

Objectives:

1. To define ethics.
2. To demonstrate an understanding of ethical and unethical business practices.
3. To examine social responsibility in relation to entrepreneurship.
4. To define laws and regulations.
5. To demonstrate an understanding of legal responsibilities in relation to entrepreneurship.

Class 1

Class Overview:

Ethical Responsibilities Microsoft® PowerPoint® Segment
Action Plan
Vocabulary Handout
Key Concepts
Ethical Responsibilities Check for Understanding
Unethical Business Practices Case Activity

Essential Questions:

1. What are ethics?
2. What is the difference between ethical and unethical business practices?
3. What is the concept of social entrepreneurship?

Step 1: Bell Ringer:

- Provide a news article or headline about a recent business ethics controversy, and then lead a class discussion on the implications of this event.

Step 2: Distribute the Action Plan, Vocabulary Handout and Key Concepts.

- The **Action Plan** lays out a list of tasks for students to complete during the lesson.
- The **Vocabulary Handout** is a list of terms used throughout the lesson.
- The **Key Concepts** is an outline which identifies the main ideas presented in the lesson which students can fill in to aid in note taking during the lesson.

Step 3: Show the Ethical Responsibilities PowerPoint® segment.

- This segment is 14 slides long.
- Be sure to utilize the **Key Concepts** for this segment of the lesson.

Step 4: Administer the Ethical Responsibilities Check for Understanding.

- The check for understanding is a short review of the content presented in the segment.

Step 5: Students should complete the Unethical Business Practices Case Activity.

- Students will research and find a case related to unethical business practices using the internet.

Step 6: Exit Ticket:

- Have students turn in the **Unethical Business Practices Case Activity**.

Each lesson is multimedia based, either a PowerPoint® Slide Series or a Video. This is listed on each Lesson Plan.

Each lesson plan provides an overview of the scope and sequence of the skills and concepts presented in each lesson.

Each lesson contains activities, projects and assessments to provide opportunities for the review and practice of retaining and acquiring information.

Appendix - New iCEV Lesson Plan

Activity Overview

Unethical Business Practices Case

Students will research and find a case related to unethical business practices using the internet.

Accommodations:

Allow for extra time for completion.

Modifications:

Provide students with a list of resources.

Extension:

Allow students to share their results with the class.

Project Overview

Laws & Regulations Poster

Students will choose a federal government agency and research the laws and regulations and regulations.

Accommodations:

Allow for extra time for completion.

Modifications:

Provide students with a list of resources to assist them as they prepare their poster base

Extension:

Allow students to research a state agency, which is an extension of the federal agency th

Social Entrepreneurship Challenge

Students will work in groups to develop a plan to solve a social or environmental issue at their school and present it to the class.

Accommodations:

Allow for extra time for completion.

Modifications:

Group students with peers who are willing and able to assist them and allow students to present to a smaller audience.

Extension:

Allow students to present their challenges to school personnel or the school board.

Career & Technical Student Organizations

BPA

Ethics & Professionalism

FBLA

Business Ethics

Business Law

Career Connections

Using the **Career Connections Activity** allows students to explore careers associated with this lesson by viewing career interviews with various industry professionals. The career interviews are located in the Select Media drop-down menu on the lesson page. See the **Career Connections Activity** for more details.

Bryan Mudd, News Anchor, KAMC-TV, Lubbock, Texas

Kerri Harris, Ph.D., President & CEO, International HACCP Alliance

Maria Allridge, Human Resources Specialist, Justin Brands, Inc.

Each lesson includes projects and activities which serve as learning objectives and opportunities for learners to practice lesson objectives and skills.

The activities and projects offer options for differentiated instruction.

By utilizing the activities and projects accompanying each lesson, technology and manipulatives are incorporated into each lesson.

Each lesson aligns to Career & Technical Student Organization competitions to enhance student learning of the career-ready standards through application.

Each lesson lists career interviews from industry professionals which apply to the content of the lesson and encourage career exploration.

Appendix - New iCEV Lesson Plan

Each lesson can be changed to the language needed for the student.

Each lesson plan is equipped with a text to speech function. This allows any text to be highlighted and read in the chosen language.

Highlight any text to hear text-to-voice speech.
[Select Language] [v]
Powered by Google Translate

Preparing for an Entrepreneurial Career: Ethics & Laws Vocabulary Handout

Administrative Laws

rules, regulations and interpretations of statutory laws, also known as regulations

Code of Ethics

set of written guidelines which govern behaviors based on the ethical values of an organization

Common Laws

laws based on precedents established by judges' decisions

Contracts

legal agreements between parties

Ethics

values and moral principles of conduct which outline the standards of right and wrong

Intellectual Property

creative works of authors or inventors

Laws

rules which mandate or prohibit certain behavior

Legal Compliance

mandatory commitment to follow laws and regulations

Regulations

administrative laws and rules adopted by agencies to carry out specific laws

Social Entrepreneurship

business concept which contributes to the well-being of society by focusing on social or environmental issues

Statutory Laws

laws written by the legislative branch

Each lesson includes a vocabulary handout which serves as a reference to support student learning as a glossary and word list.

The vocabulary handout highlights career and technical vocabulary which appears in each lesson to facilitate student learning.