

Foundations of CTE
Course Code 22150

***NOTE:** This course will be revised during the 2011-12 school year. The newly revised standards will take effect for school year 2012-13.*

Rationale Statement:

The key to developing an effective organization, whether it is in the workplace or community, depends on perspective, character, and group interaction. People need to understand the processes for creating an environment that values both relationships and results. They need to be able to lead, accomplish goals, and effectively work with others.

Suggested grade level: 9th – 12th

Topics covered:

- Characteristics, leadership styles and habits of leaders
- Effective management of self, teams, and organizations
- Communication and social skills in a professional image and work relationships
- Structure, programs, activities, and leadership activities of career and technical student organizations
- Ethical behavior in leadership situations
- Problem solving
- Relationship of wellness and productive workers

Core Technical Standards & Examples

Indicator #1: Analyze skills for leadership in the workplace and community.	
Bloom's Taxonomy Level	Standards and Examples
Understand	<p>CTEF 1.1 Summarize characteristics, leadership styles, and habits of leaders.</p> <p><i>Example:</i></p> <ul style="list-style-type: none"> • Develop a list of characteristics of effective and ineffective leaders. • Write and tape a commercial that sells one of the “Six Pillars of Character” as important to effective leaders. • Select a leader that you admire and write a biological sketch that describes the leadership characteristics, style, and habits of that person. • Analyze personal leadership characteristics, styles, and habits.
Apply	<p>CTEF 1.2 Implement strategies for management of self, teams, and organizations.</p> <p><i>Example:</i></p> <ul style="list-style-type: none"> • Role play the stages of team development. • Synthesize reactions to team building activities through group discussion and self-reflection. • Write appropriate meeting reports. • Research and demonstrate the use of parliamentary procedure in conducting a business meeting. • Participate in consensus building activities for given situations.

Apply	<p>CTEF 1.3 Plan for use of communication and social skills in a professional setting.</p> <p><i>Example:</i></p> <ul style="list-style-type: none"> • Plan, develop and deliver an oral presentation on a topic of interest to a specific group. • Evaluate written communication for a professional presentation. • Demonstrate proper eating etiquette through participation in a formal dining experience. • Illustrate appropriate dress for specific situations. • Produce a video that illustrates a professional image.
Understand	<p>CTEF 1.4 Identify programs, activities, and leadership opportunities of career and technical student organizations in preparing future leaders.</p> <p><i>Example:</i></p> <ul style="list-style-type: none"> • Research and prepare a presentation on a career and technical student organization. • Organize a class mini chapter for a career and technical student organization. • Develop a Program of Work appropriate for a career and technical student organization. • Plan, implement and evaluate activities from an organization's Program of Work.
Understand	<p>CTEF 1.5 Compare standards of ethical behavior in leadership situations.</p> <p><i>Example:</i></p> <ul style="list-style-type: none"> • Compare ethical standards of various organizations. • Create a character contract for leadership. • Write a summary on an article related to inequity and prejudice. • Examine and reflect on recent legal conflicts resulting from unethical behavior.

Understand	<p>CTEF 1.6 Explain elements that contribute to work relationships. <i>Example:</i></p> <ul style="list-style-type: none"> • Discuss how personal character traits impact work relationships. • Interview employers on their views related to work ethic. • Observe and analyze the interaction of people in a work setting.
<p>Indicator #2: Differentiate factors that influence wellness practices of productive workers.</p>	
<p>Bloom's Taxonomy Level</p>	<p>Standards and Examples</p>
Analyze	<p>CTEF 2.1 Distinguish influences on individual wellness. <i>Example:</i></p> <ul style="list-style-type: none"> • Research and report on laws that impact individual wellness. • Discuss the effect of the current economic situation on individual wellness. • Compare individual wellness indicators in a variety of geographic locations. • Debate the influence of technology on the enhancement of individual wellness.
Analyze	<p>CTEF 2.2 Attribute the impact various factors have on wellness and productivity. <i>Example:</i></p> <ul style="list-style-type: none"> • Assess the impact of life events on personal stress. • Evaluate a workplace setting for potential hazards to wellness and productivity of workers. • Analyze impact of present nutrition and exercise habits on future wellness. • Assess personal workplace safety attitudes and their effect on your wellness and productivity.

Apply	<p>CTEF 2.3 Demonstrate communication strategies that contribute to work relationships.</p> <p><i>Example:</i></p> <ul style="list-style-type: none">• Assess personal communication style and the impact of this style on work relationships.• Examine the impact of technology on communication and work relationships.• Demonstrate effective listening and feedback skills through role play activities.• Create a stress management commercial.
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