Unit 01: Classroom and Computer Rules and Procedures

Content Area: **Business**
Course(s): **Entrepreneurship**
Time Period: **1 week**
Length: **1 week**
Status: **Published**

Unit Overview

Demonstrate knowledge of classroom management rules and office safety procedures in computerized areas.

Transfer

Students will be able to independently use their learning to...

-Operate safely, respectfully, and efficiently in a a business computer lab.

For more information, read the following article by Grant Wiggins.

http://www.authenticeducation.org/ae_bigideas/article.lasso?artid=60

Meaning

Understandings

Students will...

- Understand all classroom management rules as defined by the instructor.

- Know standard login/logout procedures.

- Identify potential health hazards in a high-technology environment.

- Known all emergency safety procedures.

- Know laws that protect workers.

Essential Questions

Students will keep considering...

- What are the classroom management rules and safety procedures for this classroom/computer lab?

Application of Knowledge and Skill

Students will know...

Students will...

- Understand all classroom management rules as defined by the instructor.

- Know standard login/logout procedures.

- Identify potential health hazards in a high-technology environment.

- Known all emergency safety procedures.

- Know laws that protect workers.

Students will be skilled at...

Students will...

- Assess and comply with all classroom management rules as defined by the instructor.

- Assess and report to the instructor (when necessary) anything amiss at his/her assigned workstation

- Apply standard login/logout procedures.

- Analyze and avoid potential health hazards in a high-technology environment.

- Participate in all emergency safety procedures.

- Identify laws that protect workers.

Academic Vocabulary

- Classroom management rules

- Login/logout procedures

- Health hazards in a high-tech environment

- Fire safety terms and procedures

- OSHA and workplace safety

- Laws that protect workers

Learning Goal 1

Demonstrate knowledge of classroom management rules and office safety procedures in computerized areas.

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CAEP.9.2.12.C.3	Identify transferable career skills and design alternate career plans.
CAEP.9.2.12.C.7	Examine the professional, legal, and ethical responsibilities for both employers and employees in the global workplace.

CAEP.9.2.12.C.9	Analyze the correlation between personal and financial behavior and employability.
TECH.8.1.12.D.CS1	Advocate and practice safe, legal, and responsible use of information and technology.

Target 1

- Assess and comply with all classroom management rules as defined by the instructor.

- - Assess and comply with all classroom management rules as defined by the instructor.

Target 2

- Assess and report to the instructor (when necessary) anything amiss at his/her assigned workstation

- - Assess and report to the instructor (when necessary) anything amiss at his/her assigned workstation

Target 3

- Apply standard login/logout procedures.

- - Apply standard login/logout procedures.

Target 4

- Analyze and avoid potential health hazards in a high-technology environment.

- - Analyze and avoid potential health hazards in a high-technology environment.

Target 5

- Participate in all emergency safety procedures.

- - Participate in all emergency safety procedures.

Target 6

- Identify laws that protect workers.

- - Identify laws that protect workers.

Summative Assessment

- Optional Classroom Survey

- Optional Quiz

Formative Assessment and Performance Opportunities

Re

- Reflective Discussion
- Teacher Observation

Accommodations/Modifications

- Application problems for extra practice

- Scenarios for critical thinking

- - Application problems for extra practice
- - Scenarios for critical thinking
- Projects/scenarios related to student personal interests incorporating this unit's content/skills/features

Unit Resources

- Textbooks

- Technology Software/Hardware

- Video

- Resource People

- Internet

- - Internet
- - Resource People
- - Technology Software/Hardware
- - Textbooks
- - Video

Interdisciplinary Connections

LA.RST.11-12.3   Follow precisely a complex multistep procedure when carrying out experiments, taking

measurements, or performing technical tasks; analyze the specific results based on explanations in the text.

LA.RST.11-12.9	Synthesize information from a range of sources (e.g., texts, experiments, simulations) into a coherent understanding of a process, phenomenon, or concept, resolving conflicting information when possible.
LA.WHST.11-12.6	Use technology, including the Internet, to produce, share, and update writing products in response to ongoing feedback, including new arguments or information.
MA.K-12.1	Make sense of problems and persevere in solving them.
MA.S-MD.B.5b	Evaluate and compare strategies on the basis of expected values.