

TOWNSHIP OF UNION PUBLIC SCHOOLS



Business Management

June 2021

Mission Statement

The mission of the Township of Union Public Schools is to build on the foundations of honesty, excellence, integrity, strong family, and community partnerships. We promote a supportive learning environment where every student is challenged, inspired, empowered, and respected as diverse learners. Through cultivation of students' intellectual curiosity, skills and knowledge, our students can achieve academically and socially, and contribute as responsible and productive citizens of our global community.

Philosophy Statement

The Township of Union Public School District, as a societal agency, reflects democratic ideals and concepts through its educational practices. It is the belief of the Board of Education that a primary function of the Township of Union Public School System is to formulate a learning climate conducive to the needs of all students in general, providing therein for individual differences. The school operates as a partner with the home and community.

Course Description

Students will be able to describe the history and function of management and understand the importance of effective communication skills. They will learn how businesses define their mission and utilize strategic planning in order to accomplish goals and objectives for the business. They will practice and demonstrate how businesses utilize effective decision making and problem solving skills to accomplish goals and resolve issues. Students will learn how businesses uncover environmental factors that could affect them and how to prepare to be competitive. Various forms of organizational structures will be examined to evaluate how businesses operate efficiently. Comparing and contrasting the different management and leadership styles will also be discussed. Students will also assess financial and operational controls business managers utilize to ensure profitability. Evaluating and motivating employees in order to achieve the business mission and objectives will be examined as will the legal and social responsibilities that businesses encounter. Finally, students will get an understanding of how technology has transformed the workplace and identify the ways that businesses utilize the various forms of technology to remain competitive in a global economy.

Curriculum Units/Pacing Guide

Unit # / Title	Number of Days
Unit 1: Management/History	18
Unit 2: Communication	18
Unit 3: Planning & Decision Making	18
Unit 4: Strategic Planning	18
Unit 5: Global Management	18
Unit 6: Leadership Culture	18
Unit 7: Staying Legal & Ethical	18
Unit 8: Entrepreneurship	18
Unit 9: Systems Management	18
Unit 10: Mental Models	18

Unit Standards Overview

Overview	Unit Skills Focus	Content-Specific Practices (when applicable)
	<p>Define Management</p> <p>Identify and explain the levels of management</p> <p>Explain the management process.</p> <p>Understand the different perspectives of scientific management and the human relations movement.</p>	<ul style="list-style-type: none"> ● Annotations and close reading activities ● Classroom Discussions, Socratic seminars, and Debates ● Analysis of graphic organizers and notes ● Annotated Timelines ● Teacher and student led PowerPoint Presentations ● Class Trips to applicable historical sites/monuments ● Definitions of key terms and concepts ● Individual/Group Presentations ● Document Based Question analysis and essays ● Written responses to queries ● Summary and Analysis of Videos/Documents ries/Films
Unit 1 Management/History		

		<ul style="list-style-type: none"> ● Summary and analysis of guest speakers
	<p>https://www.aeseducation.com/</p> <p>https://www.moneyinstructor.com/busycareer.asp</p> <p>https://knowledgematters.com/blog/high-school-business-teachers</p> <p>https://www.businessmanagementdaily.com</p> <p>https://www.thebalancecareers.com/best-sites-for-management-and-leadership-2275950</p>	
Suggested Resources <i>Provide links to specific resources/activities</i>	Define Communication.	<p>Explain why effective communication is an important management skill.</p> <p>Explain the significance of networking and social media in management communications.</p> <p>Understand why it's still possible to communicate poorly.</p> <p>Understand the challenges of communication in international business activities.</p>

Unit 2
Communication

	<p>https://www.aeseducation.com/</p> <p>https://www.moneyinstructor.com/busscareer.asp</p> <p>https://knowledgematters.com/blog/high-school-business-teachers</p> <p>https://www.businessmanagementdaily.com</p> <p>https://www.thebalancecareers.com/best-sites-for-management-and-leadership-2275950</p>
<p>Suggested Resources <i>Provide links to specific resources / activities</i></p>	<p>Define strategy, and explain its importance to organizational success.</p> <p>Explain the three levels of strategy that exist in an organization.</p> <p>Discuss the stages of the strategic management process.</p> <p>Define organizational mission, and explain how mission relates to long and short range objectives.</p> <p>Explain how strategic alternatives are identified and selected.</p>

<p>Suggested Resources</p> <p><i>Provide links to specific resources / activities</i></p>	<p>https://www.aeaseducation.com/</p> <p>https://www.moneyinstructor.com/buscareer.asp</p> <p>https://knowledgematters.com/blog/high-school-business-teachers</p> <p>https://www.businessmanagementdaily.com</p> <p>https://www.thebalancecareers.com/best-sites-for-management-and-leadership-2275950</p>
<p>Define global management.</p> <p>Compare and contrast importing and exporting.</p> <p>Explain the advantages and disadvantages of protectionism.</p> <p>Discuss the challenges of doing business globally.</p>	<p>Unit 5 Global Management</p>

<p>https://www.aeseducation.com/</p> <p>https://www.moneyinstructor.com/buscareer.asp</p> <p>https://knowledgematters.com/blog/high-school-business-teachers</p> <p>https://www.businessmanagementdaily.com</p> <p>https://www.thebalancecareers.com/best-sites-for-management-and-leadership-2275950</p> <p>Suggested Resources <i>Provide links to specific resources/activities</i></p>	<p>Define leadership, power, and authority.</p> <p>Discuss leadership as it relates to management.</p> <p>Explain leadership attitudes.</p> <p>Describe the differences between a Theory X and Theory Y manager.</p> <p>Explain the differences between transactional, transformational, and charismatic leadership styles.</p> <p>Identify strategies for effectively managing corporate culture.</p> <p>Unit 6 Leadership Culture</p>

<p>Suggested Resources <i>(Provide links to specific resources/activities)</i></p> <p>https://www.aeseducation.com/ https://www.moneyinstructor.com/buscareer.asp https://knowledgematters.com/blog/high-school-business-teachers https://www.businessmanagementdaily.com https://www.thebalancecareers.com/best-sites-for-management-and-leadership-2275950</p>	<p>Discuss the legal environment of business.</p> <p>Explain the appropriate legislation governing operational and employment practices in a business.</p> <p>Unit 7 Staying Legal & Ethical</p> <p>Discuss an organization's code of ethics.</p> <p>Explain an ethical dilemma.</p> <p>Classify and measure an organization's social responsibility.</p> <p>Understand the steps involved in conducting a social audit.</p>
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<p>Suggested Resources <i>Provide links to specific resources/activities</i></p> <p>https://www.aeseducation.com/ https://www.moneyinstructor.com/buscareer.asp https://knowledgematters.com/blog/high-school-business-teachers https://www.businessmanagementdaily.com https://www.thebalancecareers.com/best-sites-for-management-and-leadership-2275950</p>	<p>Unit 9 Systems Management</p> <p>What does systems thinking do for organizations? From a strategic point of view what does systems thinking create?</p> <p>Define System.</p> <p>What do all systems have in common?</p>

<p>https://www.aeseducation.com/ https://www.moneyinstructor.com/busscareer.asp https://knowledgematters.com/blog/high-school-business-teachers https://www.businessmanagementdaily.com https://www.thebalancecareers.com/best-sites-for-management-and-leadership-2275950</p> <p>Suggested Resources <i>Provide links to specific resources/activities</i></p>	<p>Define Metaphor.</p> <p>Examine how people perceive and interpret the world.</p> <p>Explore the different mental models.</p> <p>What are the implications of the different mental models in the business world?</p> <p>Why do mental models limit our organizations?</p> <p>What produces change within an organization?</p> <p>How to deal with difficult and threatening problems in our organization.</p> <p>The importance of paraphrasing in business.</p> <p>The importance of interpreting data within an organization.</p> <p>Unit 10 Mental Models</p>

Curricular Units

Unit I: Management/History

Critical Knowledge & Skills ("Unpacked" Standards)	Content-Specific Practices	Standard Mastery Examples <i>(The Student will be able to)</i>
What is Management?	Annotations and close reading activities Classroom Discussions and Debates Analysis of graphic organizers and notes Teacher and student led PowerPoint Presentations Definitions of key terms and concepts Individual/Group Presentations Written responses to queries	Class discussion: Define management and identify the different levels of management.
What are the different levels of management?		Group Project: Different levels of management. Present to class.

<p>https://www.aeseducation.com/</p> <p>https://www.moneyinstructor.com/buscareer.asp</p> <p>https://knowledgematters.com/blog/high-school-business-teachers</p> <p>https://www.businessmanagementdaily.com</p> <p>https://www.thebalancecareers.com/best-sites-for-management-and-leadership-2275950</p>	<p>Suggested Resources <i>Provide links to specific resources/ activities</i></p>
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	<p>Summary and Analysis of Videos/Documentaries/Films</p> <p>Summary and analysis of guest speakers</p> <p>Annotations and close reading activities</p> <p>Classroom Discussions and Debates</p> <p>Analysis of graphic organizers and notes</p> <p>Teacher and student led PowerPoint Presentations</p> <p>Definitions of key terms and concepts</p> <p>Individual/Group Presentations</p> <p>Written responses to queries</p> <p>Summary and Analysis of Videos/Documentaries/Films</p> <p>Summary and analysis of guest speakers</p>	<p>Class Discussion: Define the management process.</p> <p>Presentation: Identify the different perspectives of scientific management and the human relations movement.</p>
What is the management process?		

Unit 1 Assessment Plan	
Formative Assessment <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>	Summative Assessment <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>
Group Discussions, Graphic Organizers, Class Participation, Exit Tickets, Study guides,	Tests, Quizzes, Projects

Unit 1 Suggested Modifications/Accommodations/Extension Activities	
English Language Learners (ELL) <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>	Special Education / 504 <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>
a. Read written instructions, Google translate b. Students may be provided with note organizers / study guides to reinforce key topics. c. Model and provide examples d. Extended time on assessments when needed. e. Establish a non-verbal cue to redirect students when not on task.	Gifted and Talented <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i> a. Use of Higher Level Questioning Techniques b. Extension/Challenge Questions c. Provide Assessments at a Higher Level of Thinking d. Enrichment Activities

Unit 1 Connections

NJSL - Technology <i>When possible, provide links to specific samples/ documents/ assignments/ etc. Refer to the NJ Technology Standards</i>	Career Readiness Practices <i>When possible, provide links to specific samples/ documents/ assignments/ etc. Refer to the NJ Career Readiness Practices</i>
<p>8.1.12.A.1: Create a personal digital portfolio which reflects personal and academic interests, achievements, and career aspirations by using a variety of digital tools and resources.</p> <p>8.1.12.A.2: Produce and edit a multi-page digital document for a commercial or professional audience and present it to peers and/or professionals in that related area for review.</p> <p>8.1.12.A.3: Collaborate in online courses, learning communities, social networks or virtual worlds to discuss a resolution to a problem or issue.</p> <p>8.1.12.A.4: Construct a spreadsheet workbook with multiple worksheets, rename tabs to reflect the data on the worksheet, and use mathematical or logical functions, charts and data from all worksheets to convey the results.</p> <p>8.1.12.A.5: Create a report from a relational database consisting of at least two tables and describe the process, and explain the report results.</p> <p>8.1.12.B.2: Apply previous content knowledge by creating and piloting a digital learning game or tutorial.</p> <p>8.1.12.C.1: Develop an innovative solution to a real world problem or issue in collaboration with peers and experts, and present ideas for feedback through social media or in an online community.</p>	<p>CRP1. Act as a responsible and contributing citizen and employee.</p> <p>CRP2. Apply appropriate academic and technical skills.</p> <p>CRP3. Attend to personal health and financial well-being.</p> <p>CRP4. Communicate clearly and effectively and with reason.</p> <p>CRP5. Consider the environmental, social and economic impacts of decisions.</p> <p>CRP6. Demonstrate creativity and innovation.</p> <p>CRP7. Employ valid and reliable research strategies.</p> <p>CRP8. Utilize critical thinking to make sense of problems and persevere in solving them.</p> <p>CRP9. Model integrity, ethical leadership and effective management.</p> <p>CRP10. Plan education and career paths aligned to personal goals.</p> <p>CRP11. Use technology to enhance productivity.</p> <p>CRP12. Work productively in teams while using cultural global competence.</p>
<p>21st Century Skills <i>When possible, provide links to specific samples/ documents/ assignments/ etc. Refer to the 21st Century Life and Skills</i></p>	<p>Interdisciplinary Connections <i>When possible, provide links to specific ELA/Math/Sel/SS standards as well as samples/ documents/ assignments/ etc. Refer to the NJ Student Learning Standards</i></p>
<h2>9.1 Personal Financial Literacy</h2>	<p>Content Workplace Readiness Skills/Standards as directed by the New Jersey Student Learning Standards are infused into the curriculum.</p>

9.2 Career Awareness, Exploration, and Preparation	English: Written reports & projects
9.3 Career and Technical Education	
9.4 Life Literacies & Key Skills	

Unit 2: Communication

Critical Knowledge & Skills ("Unpacked" Standards)	Content-Specific Practices (when applicable)	Standard Mastery Examples <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>
What are the five management functions?	Annotations and close reading activities Classroom Discussions and Debates Analysis of graphic organizers and notes Teacher and student led PowerPoint Presentations Definitions of key terms and concepts Individual/Group Presentations	Each student should find an example of each of the following communication styles: assertive, passive, aggressive and passive aggressive. The student may look for the examples in newspapers, magazines, on television, through the Internet, etc. Allow students to create a display or presentation describing the styles.
What is the management process?	Written responses to queries	

			Summary and Analysis of Videos/Documentaries/Films Summary and analysis of guest speakers	Pair students and designate one as A and the other as B. Together the two students find a subject on which they disagree with each other (e.g., a controversial issue). Student A makes a statement on the subject. Student B is responsible for paraphrasing the thought. Student B should only repeat what he or she heard from A, without adding his or her own opinion on the subject. Student B continues revising the statement until A is assured B understands the statement completely.

d. Extended time on assessments when needed.	d. Provide modified assessments when necessary.
Unit 2 Connections	
NJSLS - Technology <i>When possible, provide links to specific samples/ documents/ assignments/ etc. Refer to the NJ Technology Standards</i>	Career Readiness Practices <i>When possible, provide links to specific samples/ documents/ assignments/ etc. Refer to the NJ Career Readiness Practices</i>
<p>8.1.12.A.1: Create a personal digital portfolio which reflects personal and academic interests, achievements, and career aspirations by using a variety of digital tools and resources.</p> <p>8.1.12.A.2: Produce and edit a multi-page digital document for a commercial or professional audience and present it to peers and/or professionals in that related area for review.</p> <p>8.1.12.A.3: Collaborate in online courses, learning communities, social networks or virtual worlds to discuss a resolution to a problem or issue.</p> <p>8.1.12.A.4: Construct a spreadsheet workbook with multiple worksheets, rename tabs to reflect the data on the worksheet, and use mathematical or logical functions, charts and data from all worksheets to convey the results.</p> <p>8.1.12.A.5: Create a report from a relational database consisting of at least two tables and describe the process, and explain the report results.</p> <p>8.1.12.B.2: Apply previous content knowledge by creating and piloting a digital learning game or tutorial.</p> <p>8.1.12.C.1: Develop an innovative solution to a real world problem or issue in collaboration with peers and experts, and present ideas for feedback through social media or in an online community.</p>	<p>CRP1. Act as a responsible and contributing citizen and employee.</p> <p>CRP2. Apply appropriate academic and technical skills.</p> <p>CRP3. Attend to personal health and financial well-being.</p> <p>CRP4. Communicate clearly and effectively and with reason.</p> <p>CRP5. Consider the environmental, social and economic impacts of decisions.</p> <p>CRP6. Demonstrate creativity and innovation.</p> <p>CRP7. Employ valid and reliable research strategies.</p> <p>CRP8. Utilize critical thinking to make sense of problems and persevere in solving them.</p> <p>CRP9. Model integrity, ethical leadership and effective management.</p> <p>CRP10. Plan education and career paths aligned to personal goals.</p> <p>CRP11. Use technology to enhance productivity.</p> <p>CRP12. Work productively in teams while using cultural global competence.</p>
21st Century Skills <i>When possible, provide links to specific samples/ documents/ assignments/ etc. Refer to the 21st Century Life and Skills</i>	
Interdisciplinary Connections <i>When possible, provide links to specific ELA/Math/Sel SS standards as well as samples/ documents/ assignments/ etc. Refer to the NJ Student Learning Standards</i>	

Unit 3: Planning & Decision Making

<p>Critical Knowledge & Skills ("Unpacked" Standards)</p> <p>What is planning, and what is the difference between formal and functional plans?</p> <p>What is the difference between strategic planning with operational planning?</p>	<p>Content-Specific Practices</p> <p>Annotations and close reading activities</p> <p>Classroom Discussions and Debates</p> <p>Analysis of graphic organizers and notes</p> <p>Teacher and student led PowerPoint Presentations</p>	<p>Standard Mastery Examples <i>(The Student will be able to:)</i></p> <p>Class Discussion: Define planning, and distinguish between formal and functional plans.</p>
		<p>9.1 Personal Financial Literacy</p> <p>9.2 Career Awareness, Exploration, and Preparation</p> <p>9.3 Career and Technical Education</p> <p>9.4 Life Literacies & Key Skills</p>
		<p>Content Workplace Readiness Skills/Standards as directed by the New Jersey Student Learning Standards are infused into the curriculum.</p> <p>English: Written reports & projects</p>

	<p>Definitions of key terms and concepts Individual/ Group Presentations Written responses to queries Summary and Analysis of Videos/ Documentaries/ Films Summary and analysis of guest speakers</p> <p>Annotations and close reading activities Classroom Discussions and Debates Analysis of graphic organizers and notes Teacher and student led PowerPoint Presentations</p> <p>Definitions of key terms and concepts Individual/ Group Presentations Written responses to queries Summary and Analysis of Videos/ Documentaries/ Films Summary and analysis of guest speakers</p>	Venn Diagram: Contrast strategic planning with operational planning. Writing Assignment: Explain how decision making differs from problem solving and compare and contrast rational and intuitive approaches to decision making.
How does decision making differ from problem solving?	How do conditions factor into decision making?	

Unit 3 Assessment Plan	
Formative Assessment <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>	Summative Assessment <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>
Group Discussions, Graphic Organizers, Class Participation, Exit Tickets, Study guides,	Tests, Quizzes, Projects

Unit 3 Suggested Modifications/ Accommodations/ Extension Activities		
English Language Learners (ELL) <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>	Special Education / 504 <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>	Gifted and Talented <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>
a. Read written instructions/ Google translate	a. Students may be provided with note organizers / study guides to reinforce key topics. b. Extension/ Challenge Questions	a. Use of Higher Level Questioning Techniques b. Extension/ Challenge Questions

<p>NJSIS - Technology</p> <p><i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i> Refer to the NJ Technology Standards</p> <p>8.1.12.A.1: Create a personal digital portfolio which reflects personal and academic interests, achievements, and career aspirations by using a variety of digital tools and resources.</p> <p>8.1.12.A.2: Produce and edit a multi-page digital document for a commercial or professional audience and present it to peers and/or professionals in that related area for review.</p> <p>8.1.12.A.3: Collaborate in online courses, learning communities, social networks or virtual worlds to discuss a resolution to a problem or issue.</p> <p>8.1.12.A.4: Construct a spreadsheet workbook with multiple worksheets, rename tabs to reflect the data on the worksheet, and use mathematical or logical functions, charts and data from all worksheets to convey the results.</p> <p>8.1.12.A.5: Create a report from a relational database consisting of at least two tables and describe the process, and explain the report results.</p> <p>8.1.12.B.2: Apply previous content knowledge by creating and piloting a digital learning game or tutorial.</p> <p>8.1.12.C.1: Develop an innovative solution to a real world problem or issue in collaboration with peers and experts, and present ideas for feedback through social media or in an online community.</p>	<p>Unit 3 Connections</p> <p><i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i> Refer to the NJ Career Readiness Practices</p>	<p>Career Readiness Practices</p> <p><i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i> Refer to the NJ Career Readiness Practices</p> <p>CRP1. Act as a responsible and contributing citizen and employee.</p> <p>CRP2. Apply appropriate academic and technical skills.</p> <p>CRP3. Attend to personal health and financial well-being.</p> <p>CRP4. Communicate clearly and effectively and with reason.</p> <p>CRP5. Consider the environmental, social and economic impacts of decisions.</p> <p>CRP6. Demonstrate creativity and innovation.</p> <p>CRP7. Employ valid and reliable research strategies.</p> <p>CRP8. Utilize critical thinking to make sense of problems and persevere in solving them.</p> <p>CRP9. Model integrity, ethical leadership and effective management.</p> <p>CRP10. Plan education and career paths aligned to personal goals.</p> <p>CRP11. Use technology to enhance productivity.</p> <p>CRP12. Work productively in teams while using cultural global competence.</p>
		<p>b. Students may be provided with note organizers/ study guides to reinforce key topics.</p> <p>c. Model and provide examples</p> <p>d. Extended time on assessments when needed.</p> <p>e. Establish a non-verbal cue to redirect students when not on task.</p> <p>b. Extended time on assessments when needed.</p> <p>c. Preferred seating to be determined by student and teacher.</p> <p>d. Provide modified assessments when necessary.</p> <p>c. Provide Assessments at a Higher Level of Thinking</p> <p>d. Enrichment Activities</p>

	<p>21st Century Skills <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i> Refer to the <u>21st Century Life and Skills</u></p>	<p>Interdisciplinary Connections <i>When possible, provide links to specific ELA/Math/Sci/SS standards as well as samples/ documents/ assignments/ etc.</i> Refer to the <u>NJ Student Learning Standards</u></p>
9.1 Personal Financial Literacy	<p>9.2 Career Awareness, Exploration, and Preparation</p> <p>9.3 Career and Technical Education</p> <p>9.4 Life Literacies & Key Skills</p>	<p>Content Workplace Readiness Skills/Standards as directed by the New Jersey Student Learning Standards are infused into the curriculum.</p> <p>English: Written reports & projects</p>

Unit 4: Strategic Planning

Critical Knowledge & Skills ("Unpacked" Standards)	Content-Specific Practices	Standard Mastery Examples <i>(The Student will be able to:)</i>
What is strategy, what is its role in organizational success?	Annotations and close reading activities Classroom Discussions and Debates Analysis of graphic organizers and notes	Class Discussion: Define strategy, and explain its importance to organizational success.

What are the three levels of strategy that exist in an organization?	Teacher and student led PowerPoint Presentations Definitions of key terms and concepts Individual/ Group Presentations Written responses to queries Summary and Analysis of Videos/Documentaries/Films	Writing Assignment: Explain the three levels of strategy that exist in an organization.
What is organizational mission, and how does mission relate? to long and short range objectives.	Annotations and close reading activities Classroom Discussions and Debates Analysis of graphic organizers and notes Teacher and student led PowerPoint Presentations Definitions of key terms and concepts Individual/ Group Presentations Written responses to queries Summary and Analysis of Videos/Documentaries/Films	Class Discussion: Define organizational mission, and explain how mission relates to long and short range objectives.
How are strategic alternatives identified and selected?	Definitions of key terms and concepts Individual/ Group Presentations Written responses to queries Summary and Analysis of Videos/Documentaries/Films	Presentation: Explain how strategic alternatives are identified and selected.

Unit 4 Suggested Modifications/ Accommodations/ Extension Activities		
English Language Learners (ELL) <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>	Special Education / 504 <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>	Gifted and Talented <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>

<ul style="list-style-type: none"> a. Read written instructions/Google translate b. Students may be provided with note organizers/study guides to reinforce key topics. c. Model and provide examples d. Extended time on assessments when needed. e. Establish a non-verbal cue to redirect students when not on task. 	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"> <p>a. Students may be provided with note organizers / study guides to reinforce key topics.</p> <p>b. Extended time on assessments when needed.</p> <p>c. Preferred seating to be determined by student and teacher.</p> <p>d. Provide modified assessments when necessary.</p> </td><td style="width: 50%;"> <p>a. Use of Higher Level Questioning Techniques</p> <p>b. Extension/Challenge Questions</p> <p>c. Provide Assessments at a Higher Level of Thinking</p> <p>d. Enrichment Activities</p> </td></tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="background-color: #cccccc; text-align: center; padding: 5px;">NJSLS - Technology</th><th style="background-color: #cccccc; text-align: center; padding: 5px;">Unit 4: Connections</th></tr> <tr> <td style="padding: 5px;"> <i>When possible, provide links to specific samples/ documents/ assignments/ etc. Refer to the NJ Technology Standards</i> </td><td style="padding: 5px;"> <i>Career Readiness Practices When possible, provide links to specific samples/ documents/ assignments/ etc. Refer to the NJ Career Readiness Practices</i> </td></tr> </table> <p>8.1.12.A.1: Create a personal digital portfolio which reflects personal and academic interests, achievements, and career aspirations by using a variety of digital tools and resources.</p> <p>8.1.12.A.2: Produce and edit a multi-page digital document for a commercial or professional audience and present it to peers and/or professionals in that related area for review.</p> <p>8.1.12.A.3: Collaborate in online courses, learning communities, social networks or virtual worlds to discuss a resolution to a problem or issue.</p> <p>8.1.12.A.4: Construct a spreadsheet workbook with multiple worksheets, rename tabs to reflect the data on the worksheet, and use mathematical or logical functions, charts and data from all worksheets to convey the results.</p> <p>8.1.12.A.5: Create a report from a relational database consisting of at least two tables and describe the process, and explain the report results.</p> <p>8.1.12.B.2: Apply previous content knowledge by creating and piloting a digital learning game or tutorial.</p> <p>8.1.12.C.1: Develop an innovative solution to a real world problem or issue in collaboration with peers and experts, and present ideas for feedback through social media or in an online community.</p>	<p>a. Students may be provided with note organizers / study guides to reinforce key topics.</p> <p>b. Extended time on assessments when needed.</p> <p>c. Preferred seating to be determined by student and teacher.</p> <p>d. Provide modified assessments when necessary.</p>	<p>a. Use of Higher Level Questioning Techniques</p> <p>b. Extension/Challenge Questions</p> <p>c. Provide Assessments at a Higher Level of Thinking</p> <p>d. Enrichment Activities</p>	NJSLS - Technology	Unit 4: Connections	<i>When possible, provide links to specific samples/ documents/ assignments/ etc. Refer to the NJ Technology Standards</i>	<i>Career Readiness Practices When possible, provide links to specific samples/ documents/ assignments/ etc. Refer to the NJ Career Readiness Practices</i>
<p>a. Students may be provided with note organizers / study guides to reinforce key topics.</p> <p>b. Extended time on assessments when needed.</p> <p>c. Preferred seating to be determined by student and teacher.</p> <p>d. Provide modified assessments when necessary.</p>	<p>a. Use of Higher Level Questioning Techniques</p> <p>b. Extension/Challenge Questions</p> <p>c. Provide Assessments at a Higher Level of Thinking</p> <p>d. Enrichment Activities</p>						
NJSLS - Technology	Unit 4: Connections						
<i>When possible, provide links to specific samples/ documents/ assignments/ etc. Refer to the NJ Technology Standards</i>	<i>Career Readiness Practices When possible, provide links to specific samples/ documents/ assignments/ etc. Refer to the NJ Career Readiness Practices</i>						

<p><i>When possible, provide links to specific samples/ documents/ assignments/ etc. Refer to the 21st Century Life and Skills</i></p> <p>9.1 Personal Financial Literacy</p> <p>9.2 Career Awareness, Exploration, and Preparation</p> <p>9.3 Career and Technical Education</p> <p>9.4 Life Literacies & Key Skills</p>	<p><i>When possible, provide links to specific ELA/Math/ Sci/ SS standards as well as samples/ documents/ assignments/ etc. Refer to the NJ Student Learning Standards</i></p> <p>Content Workplace Readiness Skills/Standards as directed by the New Jersey Student Learning Standards are infused into the curriculum.</p> <p>English: Written reports & projects</p>
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Unit 5: Global Management

<p>Critical Knowledge & Skills ("Unpacked" Standards)</p>	<p>Content-Specific Practices</p>	<p>Standard Mastery Examples <i>(The Student will be able to:)</i></p>
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What is global management?	<p>Annotations and close reading activities</p> <p>Classroom Discussions and Debates</p> <p>Analysis of graphic organizers and notes</p> <p>Teacher and student led PowerPoint Presentations</p> <p>Definitions of key terms and concepts</p> <p>Individual/ Group Presentations</p> <p>Written responses to queries</p> <p>Summary and Analysis of Videos/ Documentaries/Films</p> <p>Summary and analysis of guest speakers</p>	<p>Venn Diagram: Compare and contrast importing and exporting.</p> <p>Pro/Con Chart: The advantages and disadvantages of protectionism.</p> <p>Writing assignment on the challenges of doing business globally.</p>	Class Discussion: Define global management.
What is importing and exporting? How are they similar and different?	<p>Annotations and close reading activities</p> <p>Classroom Discussions and Debates</p> <p>Analysis of graphic organizers and notes</p> <p>Teacher and student led PowerPoint Presentations</p> <p>Definitions of key terms and concepts</p> <p>Individual/ Group Presentations</p> <p>Written responses to queries</p> <p>Summary and Analysis of Videos/ Documentaries/Films</p> <p>Summary and analysis of guest speakers</p>	<p>Venn Diagram: Compare and contrast importing and exporting.</p> <p>Pro/Con Chart: The advantages and disadvantages of protectionism.</p> <p>Writing assignment on the challenges of doing business globally.</p>	
What are the advantages and disadvantages of protectionism?	<p>Annotations and close reading activities</p> <p>Classroom Discussions and Debates</p> <p>Analysis of graphic organizers and notes</p> <p>Teacher and student led PowerPoint Presentations</p> <p>Definitions of key terms and concepts</p> <p>Individual/ Group Presentations</p> <p>Written responses to queries</p> <p>Summary and Analysis of Videos/ Documentaries/Films</p> <p>Summary and analysis of guest speakers</p>	<p>Venn Diagram: Compare and contrast importing and exporting.</p> <p>Pro/Con Chart: The advantages and disadvantages of protectionism.</p> <p>Writing assignment on the challenges of doing business globally.</p>	

Unit 5 Suggested Modifications/Accommodations/Extension Activities			
English Language Learners (ELL) <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>	Special Education / 504 <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>	Gifted and Talented <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>	
<p>a. Read written instructions/Google translate</p> <p>b. Students may be provided with note organizers/study guides to reinforce key topics.</p> <p>c. Model and provide examples</p> <p>d. Extended time on assessments when needed.</p> <p>e. Establish a non-verbal cue to redirect students when not on task.</p>	<p>a. Students may be provided with note organizers / study guides to reinforce key topics.</p> <p>b. Extended time on assessments when needed.</p> <p>c. Preferred seating to be determined by student and teacher.</p> <p>d. Provide modified assessments when necessary.</p>	<p>a. Use of Higher Level Questioning Techniques</p> <p>b. Extension/Challenge Questions</p> <p>c. Provide Assessments at a Higher Level of Thinking</p> <p>d. Enrichment Activities</p>	
Unit 5 Connections			
<p>NJSL - Technology <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i> Refer to the NJ Technology Standards</p>	<p>Career Readiness Practices <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i> Refer to the NJ Career Readiness Practices</p>	<p>8.1.12.A.1: Create a personal digital portfolio which reflects personal and academic interests, achievements, and career aspirations by using a variety of digital tools and resources.</p> <p>8.1.12.A.2: Produce and edit a multi-page digital document for a commercial or professional audience and present it to peers and/or professionals in that related area for review.</p> <p>8.1.12.A.3: Collaborate in online courses, learning communities, social networks or virtual worlds to discuss a resolution to a problem or issue.</p> <p>8.1.12.A.4: Construct a spreadsheet workbook with multiple worksheets, rename tabs to reflect the data on the worksheet, and use mathematical or logical functions, charts and data from all worksheets to convey the results.</p> <p>8.1.12.A.5: Create a report from a relational database consisting of at least two tables and describe the process, and explain the report results.</p> <p>8.1.12.B.2: Apply previous content knowledge by creating and piloting a digital learning game or tutorial.</p>	

<p>8.1.12.C.1: Develop an innovative solution to a real world problem or issue in collaboration with peers and experts, and present ideas for feedback through social media or in an online community.</p> <p><i>When possible, provide links to specific samples/ documents/ assignments/ etc. Refer to the 21st Century Life and Skills</i></p>	<p>Interdisciplinary Connections</p> <p><i>When possible, provide links to specific ELA/Math/ Sci/SS standards as well as samples/ documents/ assignments/ etc. Refer to the NJ Student Learning Standards</i></p> <p>Content Workplace Readiness Skills/Standards as directed by the New Jersey Student Learning Standards are infused into the curriculum.</p> <p>English: Written reports & projects</p>
<p>9.1 Personal Financial Literacy</p> <p>9.2 Career Awareness, Exploration, and Preparation</p> <p>9.3 Career and Technical Education</p> <p>9.4 Life Literacies & Key Skills</p>	

Unit 6: Leadership Culture

Critical Knowledge & Skills ("Unpacked" Standards)	Content-Specific Practices	Standard Mastery Examples (The Student will be able to)
What is leadership, power, and authority?	Annotations and close reading activities Classroom Discussions and Debates Analysis of graphic organizers and notes Teacher and student led PowerPoint Presentations Definitions of key terms and concepts Individual/ Group Presentations Written responses to queries Summary and Analysis of Videos/ Documentaries/ Films Summary and analysis of guest speakers	Class Discussion: Define leadership, power, and authority. Group Project: Explain leadership as it relates to management.
What are the differences between a Theory X and Theory Y manager?	Annotations and close reading activities Classroom Discussions and Debates Analysis of graphic organizers and notes Teacher and student led PowerPoint Presentations Definitions of key terms and concepts Individual/ Group Presentations Written responses to queries Summary and Analysis of Videos/ Documentaries/ Films Summary and analysis of guest speakers	Pro Con Chart: The differences between a Theory X and Theory Y manager. Class Discussion: Explain the differences between transactional, transformational, and charismatic leadership styles. Identify strategies for effectively managing corporate culture.

Unit 6 Assessment Plan	
Formative Assessment	Summative Assessment
When possible, provide links to specific samples/ documents/ assignments/ etc.	When possible, provide links to specific samples/ documents/ assignments/ etc.

Group Discussions, Graphic Organizers, Class Participation, Exit Tickets, Study guides,	Tests, Quizzes, Projects
Unit 6 Suggested Modifications/Accommodations/Extension Activities	
English Language Learners (ELL) <i>When possible, provide links to specific samples/documents/assignments/etc.</i>	Special Education / 504 <i>When possible, provide links to specific samples/documents/assignments/etc.</i> a. Read written instructions/Google translate b. Students may be provided with note organizers/study guides to reinforce key topics. c. Model and provide examples d. Extended time on assessments when needed. e. Establish a non-verbal cue to redirect students when not on task.
Gifted and Talented <i>When possible, provide links to specific samples/documents/assignments/etc.</i> a. Students may be provided with note organizers / study guides to reinforce key topics. b. Extended time on assessments when needed. c. Preferred seating to be determined by student and teacher. d. Provide modified assessments when necessary.	
Unit 6 Connections	
NJSLS - Technology <i>When possible, provide links to specific samples/documents/assignments/etc.</i> Refer to the NJ Technology Standards	Career Readiness Practices <i>When possible, provide links to specific samples/documents/assignments/etc.</i> Refer to the NJ Career Readiness Practices
8.1.12.A.1: Create a personal digital portfolio which reflects personal and academic interests, achievements, and career aspirations by using a variety of digital tools and resources.	
8.1.12.A.2: Produce and edit a multi-page digital document for a commercial or professional audience and present it to peers and/or professionals in that related area for review.	
8.1.12.A.3: Collaborate in online courses, learning communities, social networks or virtual worlds to discuss a resolution to a problem or issue.	
8.1.12.A.4: Construct a spreadsheet workbook with multiple worksheets, rename tabs to reflect the data on the worksheet, and use mathematical or logical functions, charts and data from all worksheets to convey the results.	
8.1.12.A.5: Create a report from a relational database consisting of at least two tables and describe the process, and explain the report results.	

<p>8.1.12.B.2: Apply previous content knowledge by creating and piloting a digital learning game or tutorial.</p> <p>8.1.12.C.1: Develop an innovative solution to a real world problem or issue in collaboration with peers and experts, and present ideas for feedback through social media or in an online community.</p>	<p><i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i> Refer to the 21st Century Life and Skills</p> <p>21st Century Skills</p>	<p><i>When possible, provide links to specific ELA/Math/Sci/SS standards as well as samples/ documents/ assignments/ etc.</i> Refer to the NJ Student Learning Standards</p> <p>Interdisciplinary Connections</p>
<p>9.1 Personal Financial Literacy</p>	<p>Content Workplace Readiness Skills/Standards as directed by the New Jersey Student Learning Standards are infused into the curriculum.</p>	
<p>9.2 Career Awareness, Exploration, and Preparation</p>	<p>English: Written reports & projects</p>	
<p>9.3 Career and Technical Education</p>		
<p>9.4 Life Literacies & Key Skills</p>		

Unit 7: Staying Legal & Ethical

Critical Knowledge & Skills ("Unpacked" Standards)	Content-Specific Practices <i>(The Student will be able to:)</i>	Standard Mastery Examples <i>(The Student will be able to:)</i>
<p>What is the appropriate legislation governing operational and employment practices in a business?</p> <p>What is an organization's code of ethics?</p> <p>What are ethical dilemmas?</p>	<p>Annotations and close reading activities</p> <p>Classroom Discussions and Debates</p> <p>Analysis of graphic organizers and notes</p> <p>Teacher and student led PowerPoint Presentations</p> <p>Definitions of key terms and concepts</p> <p>Individual/ Group Presentations</p> <p>Written responses to queries</p> <p>Summary and Analysis of Videos/Documentaries/Films</p> <p>Summary and analysis of guest speakers</p>	<p>Class Discussion about the legal environment of business.</p> <p>Explain the appropriate legislation governing operational and employment practices in a business.</p> <p>Writing Assignment: Discuss an organization's code of ethics.</p> <p>Include examples of ethical dilemmas.</p> <p>Group Project: Classify and measure an organization's social responsibility.</p> <p>Simulation: Go through the steps involved in conducting a social audit.</p>
<p>What is an organization's social responsibility?</p> <p>What are the steps involved in conducting a social audit?</p>	<p>Annotations and close reading activities</p> <p>Classroom Discussions and Debates</p> <p>Analysis of graphic organizers and notes</p> <p>Teacher and student led PowerPoint Presentations</p> <p>Definitions of key terms and concepts</p> <p>Individual/ Group Presentations</p> <p>Written responses to queries</p> <p>Summary and Analysis of Videos/Documentaries/Films</p> <p>Summary and analysis of guest speakers</p>	

Unit 7 Assessment Plan	
Formative Assessment <i>When possible, provide links to specific samples/ documents/ assignments/etc.</i>	Summative Assessment <i>When possible, provide links to specific samples/ documents/ assignments/etc.</i>
Group Discussions, Graphic Organizers, Class Participation, Exit Tickets, Study guides,	Tests, Quizzes, Projects
Unit 7 Suggested Modifications/Accommodations/Extension Activities	
English Language Learners (ELL) <i>When possible, provide links to specific samples/ documents/ assignments/etc.</i>	<p>Special Education / 504 <i>When possible, provide links to specific samples/ documents/ assignments/etc.</i></p> <p>a. Read written instructions/ Google translate b. Students may be provided with note organizers/study guides to reinforce key topics. c. Model and provide examples d. Extended time on assessments when needed. e. Establish a non-verbal cue to redirect students when not on task.</p> <p>Gifted and Talented <i>When possible, provide links to specific samples/ documents/ assignments/etc.</i></p> <p>a. Students may be provided with note organizers / study guides to reinforce key topics. b. Extended time on assessments when needed. c. Preferred seating to be determined by student and teacher. d. Provide modified assessments when necessary.</p>
Unit 7 Connections	
NJSL - Technology <i>When possible, provide links to specific samples/ documents/ assignments/etc.</i> Refer to the NJ Technology Standards	Career Readiness Practices <i>When possible, provide links to specific samples/ documents/ assignments/etc.</i> Refer to the NJ Career Readiness Practices
8.1.12.A.1: Create a personal digital portfolio which reflects personal and academic interests, achievements, and career aspirations by using a variety of digital tools and resources.	CRP1. Act as a responsible and contributing citizen and employee. CRP2. Apply appropriate academic and technical skills. CRP3. Attend to personal health and financial well-being. CRP4. Communicate clearly and effectively and with reason. CRP5. Consider the environmental, social and economic impacts of decisions. CRP6. Demonstrate creativity and innovation. CRP7. Employ valid and reliable research strategies. CRP8. Utilize critical thinking to make sense of problems and persevere in solving them.
8.1.12.A.2: Produce and edit a multi-page digital document for a commercial or professional audience and present it to peers and/or professionals in that related area for review.	CRP9. Model integrity, ethical leadership and effective management. CRP10. Plan education and career paths aligned to personal goals. CRP11. Use technology to enhance productivity. CRP12. Work productively in teams while using cultural global competence.
8.1.12.A.3: Collaborate in online courses, learning communities, social networks or virtual worlds to discuss a resolution to a problem or issue.	
8.1.12.A.4: Construct a spreadsheet workbook with multiple worksheets, rename tabs to reflect the data on the worksheet, and use mathematical or logical functions, charts and data from all worksheets to convey the results.	
8.1.12.A.5: Create a report from a relational database consisting of	

<p>at least two tables and describe the process, and explain the report results.</p> <p>8.1.12.B.2: Apply previous content knowledge by creating and piloting a digital learning game or tutorial.</p> <p>8.1.12.C.1: Develop an innovative solution to a real world problem or issue in collaboration with peers and experts, and present ideas for feedback through social media or in an online community.</p>	<p><i>When possible, provide links to specific samples/ documents/ assignments/ etc. Refer to the 21st Century Life and Skills</i></p> <p><i>When possible, provide links to specific ELA/ Math/ Sci/ SS standards as well as samples/ documents/ assignments/ etc. Refer to the NJ Student Learning Standards</i></p> <p>Interdisciplinary Connections</p> <p>Content Workplace Readiness Skills/Standards as directed by the New Jersey Student Learning Standards are infused into the curriculum.</p> <p>English: Written reports & projects</p> <p>9.1 Personal Financial Literacy</p> <p>9.2 Career Awareness, Exploration, and Preparation</p> <p>9.3 Career and Technical Education</p> <p>9.4 Life Literacies & Key Skills</p>
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Unit 8: Entrepreneurship

Critical Knowledge & Skills ("Unpacked" Standards)	Content-Specific Practices	Standard Mastery Examples <i>(The Student will be able to:)</i>
What are the common characteristics of Entrepreneurs?	Annotations and close reading activities Classroom Discussions and Debates Analysis of graphic organizers and notes Teacher and student led PowerPoint Presentations Definitions of key terms and concepts Individual/ Group Presentations Written responses to queries Summary and Analysis of Videos/ Documentaries/ Films Summary and analysis of guest speakers	Self-reflect on personal strengths and a potential future in entrepreneurship. Differentiate between business ideas and business opportunities Identify creative thinking techniques for generating ideas
What is an internal entrepreneur and external entrepreneur?		
What personal strengths and weaknesses are necessary within a business in order to be able to hire complementary employees?		
What is an organizational structure and why might it change over time?	Annotations and close reading activities Classroom Discussions and Debates Analysis of graphic organizers and notes Teacher and student led PowerPoint Presentations Definitions of key terms and concepts Individual/ Group Presentations Written responses to queries Summary and Analysis of Videos/ Documentaries/ Films Summary and analysis of guest speakers	Class Discussion: Define line organization and project organization structures. Simulation: Develop an organizational structure for your business. Define business pitch and what makes it effective. Identify the four parts of a business pitch.

Unit 8 Assessment Plan			
Formative Assessment <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>	Summative Assessment <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>		
Group Discussions, Graphic Organizers, Class Participation, Exit Tickets, Study guides,	Tests, Quizzes, Projects		
Unit 8 Suggested Modifications/Accommodations/Extension Activities <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>			
English Language Learners (ELL) <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>	Special Education / 504 <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>	Gifted and Talented <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>	
a. Read written instructions/Google translate b. Students may be provided with note organizers/study guides to reinforce key topics. c. Model and provide examples d. Extended time on assessments when needed. e. Establish a non-verbal cue to redirect students when not on task.	a. Students may be provided with note organizers / study guides to reinforce key topics. b. Extended time on assessments when needed. c. Preferred seating to be determined by student and teacher. d. Provide modified assessments when necessary.	a. Use of Higher Level Questioning Techniques b. Extension/Challenge Questions c. Provide Assessments at a Higher Level of Thinking d. Enrichment Activities	
Unit 8 Connections <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>			
NJSLS - Technology <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i> Refer to the NJ Technology Standards	Career Readiness Practices <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i> Refer to the NJ Career Readiness Practices		
8.1.12.A.1: Create a personal digital portfolio which reflects personal and academic interests, achievements, and career aspirations by using a variety of digital tools and resources.	CRP1. Act as a responsible and contributing citizen and employee. CRP2. Apply appropriate academic and technical skills. CRP3. Attend to personal health and financial well-being. CRP4. Communicate clearly and effectively and with reason. CRP5. Consider the environmental, social and economic impacts of decisions. CRP6. Demonstrate creativity and innovation. CRP7. Employ valid and reliable research strategies.		
8.1.12.A.2: Produce and edit a multi-page digital document for a commercial or professional audience and present it to peers and/or professionals in that related area for review.	CRP8. Utilize critical thinking to make sense of problems and persevere in solving them. CRP9. Model integrity, ethical leadership and effective management. CRP10. Plan education and career paths aligned to personal goals. CRP11. Use technology to enhance productivity. CRP12. Work productively in teams while using cultural global		
8.1.12.A.3: Collaborate in online courses, learning communities, social networks or virtual worlds to discuss a resolution to a problem or issue.			
8.1.12.A.4: Construct a spreadsheet workbook with multiple worksheets, rename tabs to reflect the data on the worksheet, and			

use mathematical or logical functions, charts and data from all worksheets to convey the results.

8.1.12.A.5: Create a report from a relational database consisting of at least two tables and describe the process, and explain the report results.

8.1.12.B.2: Apply previous content knowledge by creating and piloting a digital learning game or tutorial.

8.1.12.C.1: Develop an innovative solution to a real world problem or issue in collaboration with peers and experts, and present ideas for feedback through social media or in an online community.

21st Century Skills

When possible, provide links to specific samples/ documents/ assignments/ etc.

Refer to the [21st Century Life and Skills](#)

Interdisciplinary Connections

When possible, provide links to specific ELA/Math/Sci/SS standards as well as samples/ documents/ assignments/ etc.

Refer to the [NJ Student Learning Standards](#)

9.1 Personal Financial Literacy

Content Workplace Readiness Skills/Standards as directed by the New Jersey Student Learning Standards are infused into the curriculum.

English: Written reports & projects

9.2 Career Awareness, Exploration, and Preparation

9.3 Career and Technical Education

9.4 Life Literacies & Key Skills

competence.

Unit 9: Systems Management

Critical Knowledge & Skills ("Unpacked" Standards)	Content-Specific Practices	Standard Mastery Examples <i>(The Student will be able to:)</i>
What does systems thinking do for organizations? From a strategic point of view what does systems thinking create? What do all systems have in common?	Annotations and close reading activities Classroom Discussions and Debates Analysis of graphic organizers and notes Teacher and student led PowerPoint Presentations Definitions of key terms and concepts Individual/ Group Presentations Written responses to queries Summary and Analysis of Videos/Documentaries/Films Summary and analysis of guest speakers	Class discussion: Define system and identify what systems thinking does for organizations. Writing Assignment: Identify what systems thinking creates.
	Unit 9 Assessment Plan	Summative Assessment <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>
	Formative Assessment Group Discussions, Graphic Organizers, Class Participation, Exit Tickets, Study guides,	Tests, Quizzes, Projects <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>
	Unit 9 Suggested Modifications/Accommodations/Extension Activities	Gifted and Talented <i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i>
English Language Learners (ELL) a. Read written instructions/Google translate b. Students may be provided with note organizers / study guides to reinforce key topics. c. Provide study guides to reinforce key topics.	Special Education / 504 a. Students may be provided with note organizers / study guides to reinforce key topics. b. Extended time on assessments when needed.	a. Use of Higher Level Questioning Techniques b. Extension/Challenge Questions c. Provide Assessments at a Higher Level of Thinking

- c. Model and provide examples
- d. Extended time on assessments when needed.
- e. Establish a non-verbal cue to redirect students when not on task.

- c. Preferred seating to be determined by student and teacher.
- d. Provide modified assessments when necessary.

- d. Enrichment Activities

<p style="text-align: center;">NJSLTS - Technology</p> <p><i>When possible, provide links to specific samples/ documents/ assignments/etc. Refer to the NJ Technology Standards</i></p>	<p style="text-align: center;">Unit 9 Connections</p> <p><i>When possible, provide links to specific samples/ documents/ assignments/etc. Refer to the NJ Career Readiness Practices</i></p>
<p>8.1.12.A.1: Create a personal digital portfolio which reflects personal and academic interests, achievements, and career aspirations by using a variety of digital tools and resources.</p> <p>8.1.12.A.2: Produce and edit a multi-page digital document for a commercial or professional audience and present it to peers and/or professionals in that related area for review.</p> <p>8.1.12.A.3: Collaborate in online courses, learning communities, social networks or virtual worlds to discuss a resolution to a problem or issue.</p> <p>8.1.12.A.4: Construct a spreadsheet workbook with multiple worksheets, rename tabs to reflect the data on the worksheet, and use mathematical or logical functions, charts and data from all worksheets to convey the results.</p> <p>8.1.12.A.5: Create a report from a relational database consisting of at least two tables and describe the process, and explain the report results.</p> <p>8.1.12.B.2: Apply previous content knowledge by creating and piloting a digital learning game or tutorial.</p> <p>8.1.12.C.1: Develop an innovative solution to a real world problem or issue in collaboration with peers and experts, and present ideas for feedback through social media or in an online community.</p>	<p>CRP1. Act as a responsible and contributing citizen and employee.</p> <p>CRP2. Apply appropriate academic and technical skills.</p> <p>CRP3. Attend to personal health and financial well-being.</p> <p>CRP4. Communicate clearly and effectively and with reason.</p> <p>CRP5. Consider the environmental, social and economic impacts of decisions.</p> <p>CRP6. Demonstrate creativity and innovation.</p> <p>CRP7. Employ valid and reliable research strategies.</p> <p>CRP8. Utilize critical thinking to make sense of problems and persevere in solving them.</p> <p>CRP9. Model integrity, ethical leadership and effective management.</p> <p>CRP10. Plan education and career paths aligned to personal goals.</p> <p>CRP11. Use technology to enhance productivity.</p> <p>CRP12. Work productively in teams while using cultural global competence.</p>
<p style="text-align: center;">21st Century Skills</p> <p><i>When possible, provide links to specific samples/ documents/ assignments/etc.</i></p>	<p style="text-align: center;">Interdisciplinary Connections</p>

Refer to the 21st Century Life and Skills

When possible, provide links to specific ELA/Math/Sci/SS standards as well as samples/documents/ assignments/etc.

Refer to the NJ Student Learning Standards

9.1 Personal Financial Literacy

9.2 Career Awareness, Exploration, and Preparation

9.3 Career and Technical Education

9.4 Life Literacies & Key Skills

Content Workplace Readiness Skills/Standards as directed by the New Jersey Student Learning Standards are infused into the curriculum.

English: Written reports & projects

Unit 10: Mental Models

Critical Knowledge & Skills ("Unpacked" Standards)	Content-Specific Practices	Standard Mastery Examples (The Student will be able to:)
How do people perceive and interpret the world?	Classroom Discussions and Debates Analysis of graphic organizers and notes Teacher and student led PowerPoint Presentations Definitions of key terms and concepts Individual/ Group Presentations Summary and Analysis of Videos/Documentaries/ Films Summary and analysis of guest speakers	Explore the different mental models. Writing Assignment: Explain the importance of paraphrasing in business. Presentation: Explain the importance of interpreting data within an organization.
What are the implications of the different mental models in the business world?		
Why do mental models limit our organizations?	Classroom Discussions and Debates Analysis of graphic organizers and notes	Writing assignment: Explain how mental models limit our organizations.

<p>What produces change within an organization?</p> <p>How must a business deal with difficult and threatening problems in an organization?</p>	<p>Teacher and student led PowerPoint Presentations</p> <p>Definitions of key terms and concepts</p> <p>Individual/ Group Presentations</p> <p>Written responses to queries</p> <p>Summary and Analysis of Videos/ Documentaries/ Films</p> <p>Summary and analysis of guest speakers</p>	<p>Group Discussion Topic: How must a business deal with difficult problems.</p>
<p><i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i></p> <p>Group Discussions, Graphic Organizers, Class Participation, Exit Tickets, Study guides,</p>	<p>Unit 10 Assessment Plan</p> <p><i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i></p> <p><i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i></p> <p>Tests, Quizzes, Projects</p>	<p>Summative Assessment</p> <p><i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i></p>
<p>Unit 10 Suggested Modifications/Accommodations/Extension Activities</p> <p>English Language Learners (ELL)</p> <p><i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i></p> <p>a. Read written instructions/ Google translate b. Students may be provided with note organizers/ study guides to reinforce key topics. c. Model and provide examples d. Extended time on assessments when needed. e. Establish a non-verbal cue to redirect students when not on task.</p>	<p>Special Education / 504</p> <p><i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i></p> <p>a. Students may be provided with note organizers / study guides to reinforce key topics. b. Extended time on assessments when needed. c. Preferred seating to be determined by student and teacher. d. Provide modified assessments when necessary.</p>	<p>Gifted and Talented</p> <p><i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i></p> <p>a. Use of Higher Level Questioning Techniques b. Extension/Challenge Questions c. Provide Assessments at a Higher Level of Thinking d. Enrichment Activities</p>
<p>NJSLS - Technology</p> <p><i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i></p> <p>Refer to the NJ Technology Standards</p> <p>8.1.12.A.1: Create a personal digital portfolio which reflects personal and academic interests, achievements, and career aspirations by using a variety of digital tools and resources.</p> <p>8.1.12.A.2: Produce and edit a multi-page digital document for a commercial or professional audience and present it to peers and/or</p>	<p>Unit 10 Connections</p> <p><i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i></p> <p>Refer to the NJ Career Readiness Practices</p>	<p>Career Readiness Practices</p> <p><i>When possible, provide links to specific samples/ documents/ assignments/ etc.</i></p> <p>CRP1. Act as a responsible and contributing citizen and employee.</p> <p>CRP2. Apply appropriate academic and technical skills.</p> <p>CRP3. Attend to personal health and financial well-being.</p> <p>CRP4. Communicate clearly and effectively and with reason.</p> <p>CRP5. Consider the environmental, social and economic impacts of decisions.</p>

<p>professionals in that related area for review.</p> <p>8.1.12.A.3: Collaborate in online courses, learning communities, social networks or virtual worlds to discuss a resolution to a problem or issue.</p> <p>8.1.12.A.4: Construct a spreadsheet workbook with multiple worksheets, rename tabs to reflect the data on the worksheet, and use mathematical or logical functions, charts and data from all worksheets to convey the results.</p> <p>8.1.12.A.5: Create a report from a relational database consisting of at least two tables and describe the process, and explain the report results.</p> <p>8.1.12.B.2: Apply previous content knowledge by creating and piloting a digital learning game or tutorial.</p> <p>8.1.12.C.1: Develop an innovative solution to a real world problem or issue in collaboration with peers and experts, and present ideas for feedback through social media or in an online community.</p>	<p>CRP6. Demonstrate creativity and innovation.</p> <p>CRP7. Employ valid and reliable research strategies.</p> <p>CRP8. Utilize critical thinking to make sense of problems and persevere in solving them.</p> <p>CRP9. Model integrity, ethical leadership and effective management.</p> <p>CRP10. Plan education and career paths aligned to personal goals.</p> <p>CRP11. Use technology to enhance productivity.</p> <p>CRP12. Work productively in teams while using cultural/global competence.</p>	
	<p>21st Century Skills</p> <p><i>When possible, provide links to specific ELA/Math/Sci/SS standards as well as samples/ documents/ assignments/etc.</i></p> <p>Refer to the <u>21st Century Life and Skills</u></p>	<p>Interdisciplinary Connections</p> <p><i>When possible, provide links to specific ELA/Math/Sci/SS standards as well as samples/ documents/ assignments/etc.</i></p> <p>Refer to the NJ Student Learning Standards</p>