

Career Prep  
Randice Nelson

2/9-2/13

	TEKS for the week	Objectives	Lesson
Monday	To examine situations and issues on the job which impact family and workplace environments	<ol style="list-style-type: none"> <li>1. To explore the role of technology in the workplace.</li> <li>2. To identify the effects of organizational structures on workplace dynamics.</li> <li>3. To identify important responsibilities and safety practices for employers and employees.</li> <li>4. To research and compare published workplace policies and procedures.</li> </ol>	<ul style="list-style-type: none"> <li>- Defining Workplace Policies &amp; Procedures Activity</li> <li>- Creating an Employee Handbook Project</li> </ul>
Tuesday			<ul style="list-style-type: none"> <li>- Final Assessment</li> <li>- Finish Projects</li> </ul>
Wednesday	3.D; 3.G	<ol style="list-style-type: none"> <li>1. To define conflict.</li> <li>2. To analyze common causes of conflict.</li> <li>3. To compare five conflict management styles.</li> <li>4. To learn skills to resolve conflict.</li> <li>5. To explain third party intervention process.</li> </ol>	<ul style="list-style-type: none"> <li>- Defining Conflict</li> <li>- Assessment</li> <li>- Green Power or Not? Project</li> </ul>
Thursday			<ul style="list-style-type: none"> <li>- Analyzing Conflict</li> <li>- Assessment</li> <li>- What Caused the Conflict? Activity</li> <li>- Conflict Theories Project or Ethical Guideline for Mediators Project</li> </ul>
Friday			<ul style="list-style-type: none"> <li>- Work Week Talk</li> </ul>