

Professional Development Program
Lesson Plan for Training

Lesson Plan for PDP Starter Kit
SK2: Engage in a Team Negotiation Activity
Occupational Plan

Educational Objective:

Student will demonstrate the negotiating skills needed when working on a team.

Tools and Equipment Needed:

Jar of jellybeans (or other small items) for each team
Paper and pencil

Lesson Activity:

1. Discuss the need for special skills, such as negotiations, when working on a team. Present the team concept as a job standard in today's workplace.
2. Present steps for negotiating any issue and discuss each with the class. Identify the differences between negotiations and individual discussions.
3. Conduct the activity from the student workbook.

Reinforcing Activities:

Conduct the follow-up activity from the student workbook.

Summary and Closure:

Count the actual number of items in the jar and compare individual vs. team numbers to the actual. Which estimate(s) are closer to the actual? In most cases the team responses will be closer to the actual. Discuss with the class why the team responses are usually more accurate than an individual's.

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Supplemental Activity:

Invite a speaker from industry OR visit an industrial site to discuss/view the use of teams and team negotiations in the workplace. The in-class activity could take the form of a panel discussion utilizing representatives from several related businesses.

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Lesson Plan for PDP Starter Kit
SK2: Engage in a Team Negotiation Activity
Academic Plan (Math Class)

Educational Objective:

Student will demonstrate the negotiating skills needed when working on a team.

Tools and Equipment Needed:

Jar of jellybeans (or other small items) for each team
Paper and pencil

Lesson Activity:

1. Discuss the need for special skills, such as negotiations, when working on a team. Present the team concept as a job standard in today's workplace.
2. Present steps for negotiating any issue and discuss each with the class. Identify the differences between negotiations and individual discussions.
3. Conduct the activity from the student workbook.

Reinforcing Activities:

Conduct the follow-up activity from the student workbook.

Summary and Closure:

Count the actual number of items in the jar and compare individual vs. team numbers to the actual. Which estimate(s) are closer to the actual? In most cases the team responses will be closer to the actual. Discuss with the class why the team responses are usually more accurate than an individual's.

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Supplemental Activity:

Invite a speaker from industry OR visit an industrial site to discuss/view the use of teams and team negotiations in the workplace. The in-class activity could take the form of a panel discussion utilizing representatives from several businesses.

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Lesson Plan for PDP Starter Kit
SK3: Identify Effective Communication Skills
Occupational Plan

Educational Objective:

Student will demonstrate effective skills and listening to and following directions.

Tools and Equipment Needed:

One 8 1/2 X 11 sheet of paper per person
Written instructions which have not been seen by the participants
Follow-up discussion questions

Lesson Activity:

1. Class discussion of introduction questions in workbook.
Discuss following directions. Why are directions important? Why must one be able to follow directions? Use example in student workbook.
2. Conduct activity from workbook.

Reinforcing Activities:

Conduct the follow-up activity from the student workbook.

Summary and Closure:

Review final product from introductory perspective. How far did they come in understanding the importance of directions?

Class discussion of how directions are important in school/workplace/everyday life. Have students give examples of each.

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Supplemental Activity: Walk and Talk

1. Select a leader (facilitator or speaker). Have the students identify one student who is recognized as a good communicator. (It will often be a very popular and/or very talkative student).
2. Have the leader choose a destination (probably in the school) that is unidentified to the students but is a familiar location to them.
3. Have the leader tell the teacher the destination without sharing with the class.
4. The task, for the leader, is to verbally explain the directions while the students visualize in their mind's eye the directions. Only the leader may speak during this exercise.
5. Once the directions have all been given, each student is to write the destination on paper.
6. Collect the papers and review to determine how well the directions were written and presented.

Repeat the exercise allowing the participants to question the leader during the process and compare the results.

Repeat the exercise using a destination that is outside the school, but still well known to the students, e.g. a popular hang-out, local mall, etc.

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Lesson Plan for Training

Lesson Plan for PDP Starter Kit
SK3: Identify Effective Communication Skills
Academic Plan (English Class)

Educational Objective:

Student will demonstrate effective skills and listening to and following directions.

Tools and Equipment Needed:

One 8 1/2 X 11 sheet of paper per person
Written instructions which have not been seen by the participants
Follow-up discussion questions

Lesson Activity:

1. Class discussion of introduction questions in workbook.
Discuss following directions. Why are directions important? Why must one be able to follow directions? Use example in student workbook.
2. Conduct activity from workbook.

Reinforcing Activities:

Conduct the follow-up activity from the student workbook.

Summary and Closure:

Review final product from introductory perspective. How far did they come in understanding the importance of directions?

Class discussion of how directions are important in school/workplace/everyday life. Have students give examples of each.

Professional Development Program
Lesson Plan for Training

Supplemental Activity: Walk and Talk

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