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| **FACS I** | **Journal/ Bell Ringer** | **Objectives & Standards** | **Method & Activities** | **Review Questions** | **Materials Needed** |
| **Mon.**  **Aug. 19** |  |  | **-Semester Pre Test** |  | **-copies of Semester Test**  **-Scan Trons** |
| **Tues.**  **Aug. 20** | **Journal/Bell Ringer**  What do you think FCCLA stands for? | **Objectives & Standards** -Begin FCCLA Unit 1- Objectives 1-5  Required by OK Career Tech | **Method & Activities**  -Show “What Kind of Member Are You?” ppt  -Students write a paragraph of 5 or more sentences describing the kind of member they are or will be, including personal characteristics that can help them be a better member of any group/club  -Show slides 1-2 of “Unit 1 Understanding  FCCLA” ppt for Unit 1 objectives 1.  -Students write down info from slide 2 and after teacher gives the statements about FCCLA the students fill in the blanks on their paper.  -Obj. 1 cont- show slides 3 & 4  -Obj. 2 **Have students think of our gov. and state the 3 levels (**county/local, state, national) show slides 5&6-  -ASK- **What would be some activities that might take place on the national FCCLA level? State Level?, Local FCCLA activities?**  **-**Obj. 3-slides #7-9  -Obj. 4- slide #10  -Obj. 5- slide # 11  -ASK- **If you were to rank the 5 items in the mission in order of most important to least important, what would be your rank order?** (allow several students to share & explain their rankings) | **Review Questions** FACS I Unit 1  **Name 1 type of member.**  **What does FCCLA stand for?** | **Materials Needed**  -copies of FACS I unit 1(30 copies for class set)  -“What Kind of Member are You?” ppt,  -ppt-“Unit 1 Understanding FCCLA”,  -Have FCCLA officers come speak to classes about FCCLA plans for the year |
| **Wed.**  **Aug. 21** | **Journal/Bell Ringer**  Name 3 levels of FCCLA. (Local, State and National) | **Objectives & Standards**  Understanding FCCLA  Obj. 6-13  Required by OK Career Tech | **Method & Activities**  -Obj. 6- **slide #12 & 13**  -Students vote on 2 most important purposes to each of the students  -Obj. 7-slides 14 & 15  -Obj. 8-slide 16  -Obj. 9-slide #17  -Obj. 10 –slide # 18  -Students discuss what “new horizons” means  -ASK- **What are some new horizons that you can strive toward in FCCLA or in your life?**  -Students create several mottoes that could be used by FCCLA  -Obj. 12-slide # 19 & 20  -ASK-**What are some service projects FCCLA could do in our community?**  -ASK- **What benefit would be most important to you and why?**  -Obj. 11-Assignment Sheet 1-use internet to research FCCLA publications on the internet [www.fcclainc.org](http://www.fcclainc.org)  -Search national FCCLA website for national programs and Oklahoma website Use Tina’s FCCLA Internet Treasure Hunt <http://www.okcareertech.org/facsed/fhadocs/homepage2004.htm> for general info.  -Obj. 13-Show “Memorizing the FCCLA Creed” ppt to help class learn creed  -Obj. 13-Assignment Sheet 2 Recite the FCCLA Creed-**Students must recite the creed within 1 week for a grade**  -Recite in class as a group, recite in rounds | **Review Questions** FACS I, Unit 1  **Give an example of FCCLA at each level of the organization.**  **What is the FCCLA flower?**  **Colors?** | **Materials Needed**  -ppt-“Unit 1 Understanding FCCLA” slides 12-20 (end)  -Assignment Sheet 1  -Internet Access (portable computers)  -Show “Memorizing the FCCLA Creed” ppt.  -Assignment Sheet 2  -copies of Tina’s FCCLA Internet Treasure Hunt |
| **Thurs. Aug. 22** | **Journal/Bell Ringer**  **What is the FCCLA Motto? (toward New Horizons)** | **Objectives & Standards**  Understanding FCCLA Unit 1 Review  Required by OK Career Tech | **Method & Activities**  **-Assign Outside Reading #1, Web Research of 2 STAR events, due in 5 class days, Aug. 28th, will give an oral report in class and turn in written report.**  -Show “FCCLA Facts Plus” ppt  -Play “Who Wants to Be A Millionaire?” FACS Unit 1 ppt  -**TEST- FCCLA Unit 1 tomorrow**  -Show “Memorizing the FCCLA Creed” ppt  -Students divide into groups and work on memorizing FCCLA Creed | **Review Questions** FACS I Unit 1  **What is the FCCLA motto? Name 2 benefits of membership. Say the 1st stanza of the creed.** | **Materials Needed**  -copies of MLA cite handout  -copies of written report rubrics  -“FCCLA Facts Plus” ppt  -“Who Wants to be a Millionaire?” FACS Unit 1 ppt  -“Memorizing the FCCLA Creed” ppt |
| **Fri.**  **Aug. 23** | **Journal/Bell Ringer**  Think of 5 things FCCLA could do to increase membership. | **Objectives & Standards**  Understanding FCCLA Unit 1 Test  -Begin FCCLA Unit 2 Obj. 1-7  Required by OK Career Tech | **Method & Activities**  -Test over Understanding FCCLA Unit 1  -Show “Unit 2 Participating in FCCLA” ppt.  -Obj. 1- slides 1-8  -Have students make a list of officer positions they would be interested in serving  -Obj. 2-4- slides 9-14  -Students list which committees they would like to serve on and why  -Obj. 5-7- slides 15-17 (end)  -Show “FCCLA National Programs” ppt | **Review Questions**  Name **1 career tech student org. which officer presides over meetings? What are records of meeting proceeding called? Which officer writes news articles?** | **Materials Needed**  -Copies of FACS Unit 1 Test  -“Unit 2 Participating in FCCLA” ppt  -“FCCLA National Programs” ppt |
| **Mon. Aug. 26** | Journal-  **What term means “by virtue of the office” or “from the office”? exofficio** | **Objectives & Standards**  -Obj. 8 FCCLA Unit 2 Investigate Nat’l FCCLA STAR Events  -FCCLA Unit 2, Obj. 9- Identify types of FCCLA meetings,  -Obj. 10-FCCLA Planning Process,  - Required by OK Career Tech | **Method & Activities**  -Discuss Obj. 9, FACS I, CIMC 2-22  -Obj. 10 Discuss FCCLA Planning Process **slide 16 of “Unit 2 Participating in FCCLA” ppt**  -Divide into groups and plan an FCCLA community service project for the class to carry out, using the FCCLA Planning Process, complete Assignment Sheet 5 CIMC pg. 2-39 to 2-42 as a group.  -**Will have test over Unit 2 tomorrow. Students may use their notes to take the test.**  **-Remind must say creed by Wednesday at 3:30** | **Review Questions**  **Name the 2 types of committees. Give an example of each. What are the 5 steps in the planning process? What are steps in setting up a committee?** | -FCCLA Member Sign- Up Sheet  -25 copies of CIMC FACS I, pg. 2-25( Assign. Sheet # 1)  -Internet Access, Advisor Handbook  -10 copies of Assignment Sheet 5 |
| **Tues.**  **Aug. 27** | **Journal/Bell Ringer**  What are the steps in setting up a committee in FCCLA? 1officers decide which committee 2chair appt. 3 committee members appt. | **Objectives & Standards** Review Obj. 1-10 of Participating in FCCLA FACS I, Unit 2  Required by OK Career Tech | **Method & Activities**  -Show “FCCLA Jeopardy” ppt. to review for test  -Test over FACS I, Unit 2, students may use notes to take test  -Finish Planning Process  -Present service ideas  -Vote as class and discuss plan for project  **-STAR Events report due tomorrow, oral presentation and written report**  **-Creed must be recited by 3:30 pm tomorrow** | **Review Questions** | **Materials Needed**  -“FCCLA Jeopardy” ppt.  -25 copies of Unit 2 test |
| **Wed.**  **Aug. 28** | **Bell Work**  **Name 2 STAR Events.** | **Objectives & Standards**  Required by OK Career Tech | **Method & Activities**  **-Students report on Outside Reading #1, researching 2 STAR events.**  **-recite creed, if time, must be done by 3:30 pm today to receive a grade** | **Review Questions** FACS I, Unit 2 | **Materials Needed**  **-copies of oral presentation rubrics**  **-copies of written report rubrics** |
| **Thurs.**  **Aug. 29** | **Journal/Bell Ringer**  Hand out FCCLA Creed Quiz. Answer on own paper & turn in. | **Objectives & Standards** -Begin FCCLA Unit 3, Using Parliamentary Procedure  -Obj. 1-5  -Recite FCCLA Creed  Required by OK Career Tech | **Method & Activities**  -Show “Using Parly Proc.” ppt. all slides  -Read Student Supplement, “The Meeting” aloud to students, have students think about reasons the members are having problems. Recall meetings they have attended and how the meetings were ran.  -Have students write an explanation of five or more sentences of the problems with the meeting, including what the president could have done to make it run more smoothly.  -Discuss **Obj. 1** **ASK: What do you feel is the most important guideline? Defend your answer**.  **ASK: What do you feel is the least important guideline? Defend your answer**.  -Discuss **Obj. 2**, Useful Internet resources: [www.parli.com](http://www.parli.com), [www.parliamentarians.org/parlipro.htm](http://www.parliamentarians.org/parlipro.htm), Parly for Dummies  -Discuss **Obj. 3**  -Discuss **Obj. 4**, Read “President’s Order of Agenda for Business” so students hear what the order sounds like. Divide class into groups of 3 and hand out **Order of Business strips.** Have students put strips into correct order, 1st group done receives reward. | **Review Questions** CIMC FACS I Unit 3  **What are 3 sources on parliamentary procedure? What are minutes? Tell what you think the most important guideline for conducting a meeting is and why.** | **Materials Needed**  -“Using Parliamentary Procedure” ppt.  -President’s Order of Agenda for Business  -Order of Business strips  -Assignment Sheet #3  -copies of FCCLA creed quiz |
| **Fri.**  **Aug. 30** | **What are records of the proceedings of a meeting? (minutes)** | **Objectives & Standards**  Required by OK Career Tech | **Method & Activities**  -**Obj. 5** slide # 9 of “Using Parly Proc.” Ppt. , Do Assignment Sheet #3 CIMC 3-53 (Write on board the instructions from the assignment sheet and the motion) Leave slide #9 up for students to use to do assignment. They MUST write the motion in step 3.  -Review **Obj. 5 & Discuss Obj. 6**-Go to [www.parli.com](http://www.parli.com) and show free sample videos of Parliamentary procedure | **Review Questions** |  |
| **Mon.**  **Sept. 2** |  |  | LABOR DAY- NO SCHOOL |  |  |
| **Tues.**  **Sept. 3** | **Journal/Bell Ringer**  Describe your fav. Summer food and why you like this food. | **Objectives & Standards** -Review Obj. 5  -Obj. 6  -Students practice the steps of progression of a motion  -Evaluate students’ knowledge of unit vocab.  Required by OK Career Tech | **Method & Activities**  -Hand out sample motion cards, 2nd the motion cards, Agree/Disagree discussion of motion cards, assign a president to preside, and let students act out/practice the steps of progression of a motion. Let students vote on each motion, using the Order of business script.  -Take **Unit 3 Quiz**  **-Test tomorrow over Unit 3. Students may use their notes for the test** | **Review Questions** -CIMC FACS I Unit 3, 50-51- | **Materials Needed**  -Internet access [www.parli.com](http://www.parli.com)  -Sample motion cards  -2nd cards  -Agree or Disagree cards  -Order of business script  -Unit 3 Quiz |
| **Wed.**  **Sept. 4** | **Journal/Bell Ringer**  Would you like to be president of the USA? Why or why not? | **Objectives & Standards** -Evaluate students on Unit 3 Using Parly Procedure  Required by OK Career Tech | **Method & Activities**  **-Test over Unit 3** Using Parliamentary Procedure, students may use their notes to take test | **Review Questions** | **Materials Needed**  -Unit 3 Test |