

*career*tech

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**BMITE** Business, Marketing and  
Information Technology Education

**Monday Madness - January 11, 2021**

YOU ARE INVITED  
TO CELEBRATE  
THE RETIREMENT OF

*Jaclyn Arnold*

February 2, 2021  
3:30 PM

**Celebration on Zoom**  
Meeting ID: 941 0792 5104  
Passcode: 955099

Please send 10-15 second video messages,  
pictures, or other special memories to  
[Paxton.Cavin@CareerTech.OK.Gov](mailto:Paxton.Cavin@CareerTech.OK.Gov)  
by January 15, 2021.

We will be celebrating Jaclyn Arnold's retirement on February 2, 2021 at 3:30 p.m. and would love you to join us in wishing her well as she begins this new chapter in her life.

We will be compiling special memories of Jackie into a video and we need your help. Please

send a 10-15 second video message, pictures, mementos, short text messages/notes, etc. to [Paxton.Cavin@careertech.ok.gov](mailto:Paxton.Cavin@careertech.ok.gov) by January 15, 2021.

Virtual Celebration Zoom

Link: <https://zoom.us/j/94107925104?pwd=Z1c2RzdxYWUwY0lNZlhwUjUUMFdDZz09>

## CTIMS Internet Browser Update

As you know, Internet Explorer has always been the preferred browser for CTIMS. However, because Internet Explorer is no longer a supported browser, we ask that you use one of the following when accessing CTIMS.

- The latest version of Microsoft Edge
- Mozilla Firefox
- Google Chrome

If you experience issues in CTIMS using these internet browsers, please let us know at [ctimssupport@careertech.ok.gov](mailto:ctimssupport@careertech.ok.gov) or call support at 405-743-5134.

## BPA SLC Updates

Registration for this year's virtual State Leadership Conference is open! The website for SLC can be found here: <https://bpaok.org/state-leadership-conference-2021/>

On this site you will find the link to registration, information about the conference, an important dates calendar, and everything you need related to SLC! The website is being updated frequently, so please check back for new information. It is important to be watching for emails from Paxton Cavin right now as these early weeks are crucial in establishing the processes for our first virtual competition conference. If you did not receive an email from Paxton on Sunday, January 10<sup>th</sup> with information about registration please let us know – this would mean that you are not on the list being pulled from the National Membership System and are missing out on important information.

## DECA CDC Updates

Registration for CDC will close on January 14<sup>th</sup> and online testing will begin on January 18<sup>th</sup>. Paxton sent out an email last Thursday reminding advisors of the CDC website, extension of the competitive events upload deadline, and practice testing. If you did not receive that email, please let us know. You are possibly missing important information pertaining to CDC. The CDC website can be found here: <https://decaok.org/career-development-conference/>

National Anthem singers are needed for CDC, the deadline to apply is on January 12<sup>th</sup>. The recognition awards for advisors, chapters, and members are also open and due on January 13<sup>th</sup>. All nomination forms can be found on the Oklahoma DECA CDC website.

Collegiate DECA registration packets were sent out on Sunday, January 10<sup>th</sup>. Please watch your inboxes this week for links to register with the Texas Collegiate Association for competition.

## BPA Internships Announced

BPA National Center launched of a brand new Post-secondary Division Virtual Internship Experience. There are currently two unpaid virtual internship focuses for post-secondary students to apply for with up to three positions in each focus available. These focuses include National BPA Grant Analyst Internships and Digital Marketing Internships.

Learn more about the program in the BPA Member Gateway at: <https://members.bpa.org/virtual-internship-program/>. Applicants must be dues paying members in good standing with Business Professionals of America to be eligible.

For questions regarding the Virtual Internship Experience, please contact Director of Marketing & Stakeholder Engagement, Heather Bunning, at [hbunning@bpa.org](mailto:hbunning@bpa.org).

## IT Positions Needed in OKC Metro

The Office of Management and Enterprise Services (OMES) is seeking to fill IT positions in the Oklahoma City area. If you have students, current or former, who might be qualified, please pass along these opportunities.

- [PC Technicians/IT Support](#)
- [Executive PC Support](#)
- [Senior Workstation Engineer](#)

## Free Access to TestOut Courses

TestOut understands you may not have all of the resources you need to teach your students in an at-home learning environment. But the good news is we are here to help. **If you teach any of the below courses, we can give you free access for the spring semester to any of them!**

- Office Pro (MOS- Word, PowerPoint, Excel, Access, Outlook)
- IT Fundamentals Pro (Basic Computer Concepts- Hardware, Software, Networking, Programming)
- PC Pro (Hardware, Software, A+ Cert Prep)
- Network Pro (Network+)
- Security Pro (Security+)
- Linux Pro (covers Linux+)
- Client Pro (Operating Systems)
- Routing and Switching Pro (covers CCNA)

- Ethical Hacker Pro (covers Certified Ethical Hacker)

**TestOut's certification courseware is for middle and high school students, can be offered entirely online, and can be used on Chromebooks, PCs, and Macs. [Applying only takes 15 minutes of your time](#), and best of all, it's free!**

Jared Skelton, Academic Account Executive  
[jskelton@testout.com](mailto:jskelton@testout.com), 800.877.4889 x329

## Adobe Resources for Chromebooks

- NEW! Adobe Creative Cloud Mobile Apps for Chromebooks – [https://schools.journeyed.com/new-adobe-creative-cloud-mobile-apps-for-chromebooks/?fbclid=IwAR2Y60fANYJzbNvIJRqA8swl6BDnplntGHvv\\_JjBCN0SKc-MgmpGaz3Z8lw](https://schools.journeyed.com/new-adobe-creative-cloud-mobile-apps-for-chromebooks/?fbclid=IwAR2Y60fANYJzbNvIJRqA8swl6BDnplntGHvv_JjBCN0SKc-MgmpGaz3Z8lw)
- Follow Tonja Skinner – (Tonja Skinner's Business Education Lesson Plans and Resources) <https://btskinner.com/>
- Pixlr (photo editor)
- Gravit (vector design app similar to Illustrator)
- Photopea (online photo editor similar to Photoshop)
- Canva (layout design tool and editing)
- tech – site created by Scott Mosby, BMITE instructor at Sallisaw. with three modules for Pixlr
- WeVideo and ClipChamp (video)
- AWS Appstream – way of using Adobe Suite on Chromebooks setting it up as an interface housed through Amazon, does come with a cost per student and use per hour
- Follow the Facebook Business Educators group

Many of you are struggling with how to teach Adobe during this pandemic when so many students are doing distance learning. The resources listed above have been shared with us as temporary solutions. If you have found anything else that has been helpful, please let us know and we will add to our list of resources.

## CareerTech Teacher Academy Registration

Registration is now open for the January 28, 2021, virtual session of CareerTech Teacher Academy. This free professional development opportunity for new and experienced teachers is one of five days required for new CareerTech BMITE instructors.

Topics include virtual teaching, creative ways to teach all students, and basics of school law. Virtual networking opportunities will be included in the conference. Participants must register for the event in order to have access to recorded sessions later.

Do you have legal concerns about teaching, school environments, or school-sponsored activities? If you have legal questions that you would like answered, there will be an attorney who specializes in school issues joining the presentations on January 28<sup>th</sup>. Please send your questions to [Deborah.Swafford@careertech.ok.gov](mailto:Deborah.Swafford@careertech.ok.gov) so that the attorney, Bryan Drummond, will have the opportunity to prepare his responses.

[CareerTech Teacher Academy January 28, 2021 Registration](#)

## Lottery Grant Reimbursements Due

If you received a lottery grant this year (2020-21), it is important that you make your purchases and submit your paperwork to us for reimbursement as soon as possible. Remember, the school board must approve purchases, so it is important to get your purchases made now so the paperwork can make it to our office for approval by **February 1, 2021**.

Send in the Equipment Reimbursement Form, copies of paid invoices approved by the school board, and a detailed 469 expenditure report to [pamela.porter@careertech.ok.gov](mailto:pamela.porter@careertech.ok.gov).

## Distance Learning Resources

Log into ctYou.org and go to **BMITE Teacher Resources**. The link to **Distance Learning Resources** is directly under the bulleted menu options. [Click here](#) to access the resources. If you have trouble gaining access, contact [Kristi.Lofton@careertech.ok.gov](mailto:Kristi.Lofton@careertech.ok.gov).

Other Agency Resources:

- [BMITE YouTube Channel](#) – or just search YouTube for “OK BMITE”
- [ODCTE FAQs and Resources](#)
- [ODCTE – Career and Academic Connections Resources](#)
- [CareerTech Master Educator](#) – free online PD (see below under Professional Development)
- [Technology Center Distance Learning Plans](#)
- [K12 Schools Distance Learning Plans](#)
- [Oklahoma Department of Commerce COVID-19 Resources](#)
- [CARES Act: Higher Education Emergency Relief Fund Information](#)

## Professional Development



[CareerTech Master Educator](#) (CTME) offers online courses (including 7000+ LinkedIn Learning courses) and allows you to track/manage your PD, assist with certification, and upgrade your skills. For access, email [Jennifer.Wehrenberg@careertech.ok.gov](mailto:Jennifer.Wehrenberg@careertech.ok.gov) or call 405-743-5155.

**Pamela Porter's Weekly CTME Pick:** This week's selection is, "**Green Screen Techniques for Video and Photography.**" Learning to shoot green screen removes many time and budget limitations. Instead of scouting and shooting on location—a prohibitive expense for most productions—you can digitally recreate the background of your scene. This course takes you through the steps of shooting both photography and video on green screen. Authors Rich Harrington and Abba Shapiro walk you through the process of preparing a live action set, from hanging the backdrop to lighting the subject with strobes; positioning and posing your subject; and completing the scene with post-production techniques in Adobe After Effects, Photoshop, and Premiere Pro. Learn how to composite your footage against a new digital background plate, match the color and exposure, adjust focus, and perform keying for motion. This course was created by RHED Pixel. We are pleased to offer this training in our library. Tune in for next week's pick!

Are there specific areas or topics you would like for professional development? Please send PD ideas, along with the best time/dates for training, to [Pamela.Porter@careertech.ok.gov](mailto:Pamela.Porter@careertech.ok.gov).

[Click here](#) for a full list of professional development opportunities.

## Teacher Certification

For questions regarding teacher certification, renewal, missed certification exams, etc., please contact Laurie Richison at [laurie.richison@careertech.ok.gov](mailto:laurie.richison@careertech.ok.gov) or call (405) 743-5518.

## BMITE Staff

Remember, the BMITE staff is here to assist you in any way that we can. Please feel free to contact us with questions or concerns.

- Carrie DeMuth – [carrie.demuth@careertech.ok.gov](mailto:carrie.demuth@careertech.ok.gov)
- Jaclyn Arnold – [jaclyn.arnold@careertech.ok.gov](mailto:jaclyn.arnold@careertech.ok.gov)
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