

CONVERSE COUNTY SCHOOL DISTRICT #2

**CAREER/VOCATIONAL CURRICULUM
K-12**

AUGUST 2015

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VALUES

Accountability

We accept responsibility for achieving goals by evaluating our progress individually and collectively.

Collaboration

We work together by supporting the decision-making process and its resolution.

Commitment

We are dedicated to the continuous improvement in all areas.

Excellence

We embrace high expectations and believe every person can learn.

Integrity

We are honest, trustworthy, and take ownership for our actions.

Respect

We value diversity, acknowledge others' opinions, and treat each other with dignity.

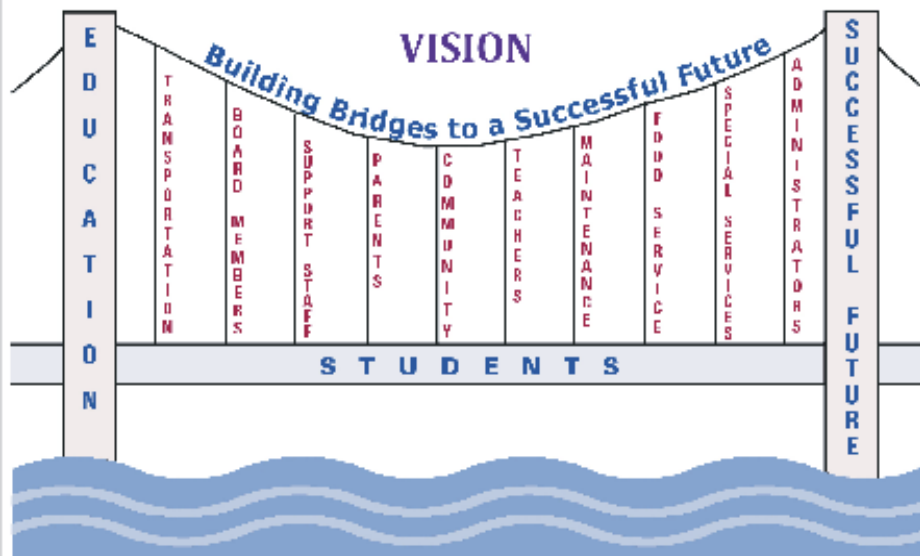
Work Ethic

We value hard work and diligence and lead by example. Success requires effort.

Converse County School District #2

MISSION

In partnership with students, parents, staff, and community, our purpose is to ensure a safe and orderly environment where all students receive quality educational experiences which empower them to be responsible citizens and lifelong learners.



Goal 1: Improve Student Achievement

OBJECTIVES:

1. All grade levels assessed will meet or exceed the Adequate Yearly Progress (AYP) target goals on the required state assessment.
2. All schools in the district will receive an 'exceeding expectations' rating on the WDE School Performance Rating Report.
3. All schools in the district will perform in the top 10% of schools in the nation using MAP testing.

Goal 2: Improve Student Academic Behaviors

OBJECTIVES:

1. The district will meet or exceed 95% daily attendance on an annual basis.
2. To enhance a safe and orderly learning environment, all students will demonstrate the academic behaviors that predict success at school and in the future.

Goal 3: The District Will Operate Efficiently and Effectively

OBJECTIVES:

1. Evaluate district, building, and department operational process each year.
2. Update and revise operational processes.

CAREER/VOCATIONAL MISSION AND RATIONALE

Mission

The role of the Career/Vocational curriculum is to ensure all college and career ready students demonstrate employability skills that enable them to be responsible and contributing citizens and employees.

Rationale

The Career/Vocational content is constantly growing and changing. The information super-highway has created a global society that has ready access to the latest information. The economy of our country is no longer centered on manufacturing; rather, it is an information and service-based economy. Students who are college or career ready will enter an environment that is vastly different from just a decade ago. Their needs are different and in order to succeed, they must be equipped with new skills, attitudes, and knowledge.

College and career ready students must demonstrate the collaborative skills that play a major role in personal and career success. An individual should have the ability to participate as a member of a diverse team, teach others new skills, exercise leadership, compromise, and serve clients and customers. A student must be able to acquire, evaluate, interpret, organize and maintain data, and process and communicate information. In order to be a productive member of society, students must be able to manage personal and workplace resources including time, materials and finances. In addition, they must be flexible and adaptive with technology in a dynamic and ever-changing digital world.

Program Outcomes

Students will

- Demonstrate career planning and employability skills.
- Develop the skills necessary to effectively lead, collaborate, and communicate.
- Use critical thinking skills to plan and conduct research, manage projects, solve problems, and make informed decisions using appropriate technology, tools, and resources.
- Effectively read, evaluate, write, and communicate technical information.
- Safely, ethically, and productively use existing and new technologies and systems.

Curriculum Legend

CV = Career/Vocational

CVCE:	Career Education
CVFCS7:	7th Grade Family and Consumer Science
CVFCS8:	8th Grade Family and Consumer Science
CVHD:	Housing Design
CVCD:	Child Development
CVFD:	Fashion Design
CVCAI:	Culinary Arts I
CVCAII:	Culinary Arts II
CVBS:	Baking Skills
CVFFW:	Foods for Wellness
CVCAW:	Cooking Around the World
CVW7:	7th Grade Woods
CVW8:	8th Grade Woods
CVBW:	Basic Woods
CVMW:	Machine Woods
CVAdWd:	Advanced Woods
CVBP:	Basic Power
CVPT:	Principles of Technology
CVBM:	Bench Metals
CVW:	Welding
CVAW:	Advanced Welding
CVDI:	Drafting I
CVAMD:	Advanced Mechanical Drafting
CVAD:	Architectural Drafting
CVWBL:	Work Based Learning
CVACCT:	Accounting
CVACCTII:	Advanced Accounting
CVDDP:	Data and Document Processing
CVM:	Marketing
CVENT:	Entrepreneurship
CVWB:	Workplace Basics
CVPF:	Personal Finance
CVBPI:	Business Publishing I
CVBPII:	Business Publishing II
CVMOS:	Microsoft Office Specialist
CVCSK:	Kindergarten Computer Science
CVCS1:	1st Grade Computer Science
CVCS2:	2nd Grade Computer Science
CVCS3:	3rd Grade Computer Science
CVCS4:	4th Grade Computer Science
CVCS5:	5th Grade Computer Science
CVCS6:	6th Grade Computer Science
CVCS7:	7th Grade Computer Science
CVCS8:	8th Grade Computer Science

CVCLH:	Computer Language HTML
CVJCL:	JAVA Computer Language
CV2-DA:	2-D Animation
CV3-DA:	3-D Animation
CVDVI:	Digital Video I
CVDVII:	Digital Video II
CVCSR:	Computer Service and Repair

Example: CVPF:2-1

CVPF = Career/Vocational, Personal Finance

2 = 2nd Outcome

1 = 1st component

FAMILY AND CONSUMER SCIENCE

7th Grade Family and Consumer Science

Focus Statement:	Students will assess and demonstrate clothing care skills and will create a sewing project.
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Outcomes:

CVFCS7:1	Students will apply decision making skills to explain and demonstrate clothing care choices.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVFCS7:1-1	Explain how self-esteem is influenced by clothing care choices.	CV8.2.1	
CVFCS7:1-2	Identify and list ways to care for clothes on a daily, weekly, and seasonal basis.	CV8.3.3	
CVFCS7:1-3	Sort and care for clothing according to the clothing care label.	CV8.3.1	
CVFCS7:1-4	Identify laundry products usage and demonstrate removal of common stains.	CV8.3, 5.3, 5.4	
CVFCS7:1-5	Demonstrate how to iron and press clothing.	CV8.5.3, 5.4	
CVFCS7:1-6	Apply decision making skills to describe and demonstrate clothing choices in laundering and clothing maintenance.	CV8.1.4, 3.3, 4.1, 5.4	

CVFCS7:2	Students will select and construct a sewing project.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVFCS7:2-1	Identify and describe sewing equipment used to complete projects.	CV8.2.1, 4.1	
CVFCS7:2-2	Demonstrate proper usage, care, and safety of sewing machine and equipment.	CV8.2.4, 5.2, 5.3	
CVFCS7:2-3	Identify and describe sewing machine parts and their usage.	CV8.2.1, 4.1	
CVFCS7:2-4	Construct a selected sewing project.	CV8.1.4, 3.4, 5.2, 5.3, 5.4	

8th Grade Family and Consumer Science

Focus Statement:	Students will assess what behaviors impact the physical, social, and mental/emotional growth of children. They will demonstrate food preparation skills with others in a workplace setting.
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Outcomes:

CVFCS8:1	Student will demonstrate food preparation skills in preparing snacks and meals with others in a work place setting.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVFCS8:1-1	Identify and demonstrate safety/sanitation food lab procedures.	CV8.1.4, 2.3, 5.3	
CVFCS8:1-2	Identify and demonstrate safe and proper kitchen equipment usage.	CV8.1.4, 2.3, 2.4, 3.5	
CVFCS8:1-3	Demonstrate proper measuring techniques for dry and liquid foods.	CV8.1.4, 2.3, 5.3	
CVFCS8:1-4	Demonstrate proper etiquette for table setting and manners.	CV8.1.4, 2.3	
CVFCS8:1-5	Demonstrate food preparation techniques in completing a variety of snacks and meals.	CV8.1.4, 2.3, 5.2, 5.4	

CVFCS8:2	Students will assess situations to determine the basic physical, social, and mental/emotional needs of children		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVFCS8:2-1	Identify and describe children's physical needs.	CV8.3.3	
CVFCS8:2-2	Evaluate children's books according to criteria for child development and demonstrate story telling techniques.	CV8.3.1, 3.3, 4.1	
CVFCS8:2-3	Identify and evaluate toys that promote development of physical, social, and mental/emotional growth.	CV8.3.1, 3.3, 4.1	
CVFCS8:2-4	Explain ways to get along with children and enhance mental/emotional growth.	CV8.3.3	
CVFCS8:2-5	Assess situations to determine how to best meet the basic physical, social, and mental/emotional needs of children.	CV8.1.4, 3.3, 4.1	

Housing

Focus Statement:	Students will analyze housing designs and interiors to design a housing project.
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Outcomes:

CVHD:1	Students will analyze and evaluate choosing a place to live.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVHD:1-1	Define housing and briefly describe how it has evolved.		
CVHD:1-2	Analyze the basic physical and psychological needs that housing satisfies.		
CVHD:1-3	Analyze the impact of housing needs, wants, and values, when choosing a place to live.		

CVHD:2	Students will compare housing styles and characteristics from various periods.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVHD:2-1	Describe how Early American housing was influenced by culture and environment.		
CVHD:2-2	Compare and contrast the characteristics of early English, German, Dutch, Swedish, Spanish, and French homes in North America.		
CVHD:2-3	Compare housing styles in the 18th through the 21 st centuries.		

CVHD:3	Students will develop and implement a plan to prioritize the time, resources, and materials needed to complete a design board remodeling/redecorating project.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVHD:3-1	Design and integrate the elements of design in a project.		
CVHD:3-2	Identify the characteristics of different types of color schemes and design a color wheel.		
CVHD:3-3	Design and integrate the principles of design in a project.		

Child Development

Focus Statement:	Students will analyze factors in today's society that impact parenting a child.
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Outcomes:

CVCD:1	Students will evaluate attitudes toward children and identify the benefits of studying children.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCD:1-1	Identify and analyze the various the various ways in which they can benefit from studying children.	CV12.2.1	
CVCD;1-2	Explain the characteristics of development and how the concept of childhood has changed.	CV12.2.2 CV12.3.2 CV12.3.3	
CVCD;1-3	Compare childhoods in the past and in the present	CV12.2.1 CV12.2.2 CV12.3.2 CV12.3.3	
CVCD:1-4	Describe characteristics of physical, social, and mental/emotional needs of children.	CV12.2.1 CV12.2.2	
CVCD:1-5	Examine and evaluate society's attitudes toward children.	CV12.2.1 CV12.2.2 CV12.3.1 CV12.3.2	

CVCD:2	Students will identify and compare various kinds of families and explain how all kinds of families can be strengthened.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCD:2-1			
CVCD:2-2	Explain the importance of the family.	CV12.2.1	
CVCD:2-3	Identify and compare various types of family.	CV12.2.1 CV12.3.1 CV12.3.2	
CVCD:2-4	Identify and compare stages in the family life cycle.	CV12.2.1 CV12.3.1	
CVCD:2-5	Identify the characteristics of healthy families verse unhealthy families and explain how families can be strengthened.	CV12.2.1 CV12.2.4	

CVCD:3	Students will assess how one's reproductive health, knowledge and lifestyle habits will affect the emotional, social and physical health of their future children.			
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard	
CVCD:3-1	Assess how teens can approach decisions about sexual activity.	CV12.2.1 CV12.2.4		
CVCD:3-2	Describe the consequences of teen parenthood.	CV12.2.4		
CVCD:3-3	Analyze development of babies and to identify characteristics of normal development and hazards that can interfere with that development.	CV12.2.4 CV12.3.2 CV12.3.3		
CVCD:3-4	Evaluate decisions parents-to- be make, including caring for the mother's health and planning the baby's delivery.	CV12.3.1 CV12.3.3		
CVCD:3-5	Describe and outline the process by which a baby is born and the kinds of a care a newborn requires.	CV12.4.1		
CVCD:3-6	Asses how one's reproductive health, knowledge, and lifestyle habits will affect the emotional, social, and physical health of their future children.	CV12.2.4 CV12.4.3		

CVCD:4	Students will evaluate reasons for choosing to parent or to be childless.			
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard	
CVCD:4-1	Evaluate effective parenting skills.	CV12.3.1		
CVCD:4-2	Prepare a needs assessment and cost analysis for bringing a new child into a family.	CV12.3.1		
CVCD:4-3	Compare and Contrast the change that parenthood brings and identify the factors and questions people should ask before they choose to become parents in today's society.	CV12.3.1 CV12.3.2 CV12.3.4		

CVCD:5	Students will plan, create, and implement a lesson that includes developmentally appropriate and safe toys, activities, and snacks and apply these in an early childhood setting.			
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard	
CVCD:5-1	Describe the various methods of learning.	CV12.2.4 CV12.3.1		
CVCD:5-2	Visit preschool classes to observe differences in activities and learning centers for age appropriateness.	CV12.4.3		
CVCD:5-3	Create and teach an age-appropriate lesson that includes appropriate toys, activities, and snacks at an early childhood program.	CV12.1.4 CV12.3.3 CV12.3.4		

Fashion Design

Focus Statement:	Students will show the relationship between fashion design and the economic and political status of society.
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Outcomes:

CVFD:1	Students will analyze how personal style and fashion trends satisfy physical, psychological and social needs.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVFD:1-1	Explain the basic reasons people wear clothes.	CV12.2.1 CV12.2.2	
CVFD:1-2	Define basic fashion terms.	CV12.2.1	
CVFD:1-3	Explain why they personally make various clothing choices.	CV12.2.3	
CVFD:1-4	Design and create a project that summarizes a fashion trend from past to present, including economic and political influences on fashion.	CV12.3.2 CV12.3.3	

CVFD:2	Students will identify and test raw materials and manufactured textile fibers, and design and create a finished product.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVFD:2-1	List the main characteristics of natural and manufactured fiber.		
CVFD:2-2	Conduct a lab test on natural and manufactured fiber to determine their properties.	CV12.3.3	
CVCD:2-3	Create an illustrated report for the class that describes a brief history of a fiber to determine their properties.	CV12.3.3	
CVFD:2-4	Create and design a weave on a hand loom using correct construction techniques.	CV12.3.3	

CVFD:3	Students will explain how elements and principles of design can enhance appearance and will apply these to a project.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVFD:3-1	Explain the importance of each element of design to fashion.	CV12.2.1	
CVFD:3-2	Apply the principles of design to apparel.	CV12.2.4	
CVFD:3-3	Research design elements and principles to evaluate how they can enhance appearance.	CV12.2.4	
CVFD:3-4	Produce a project using elements and principles of design.	CV12.3.3	

Culinary Arts I

Focus Statement:	Students will analyze the food production and service industry to determine opportunities and employment skills needed. They will integrate and demonstration selected skills with others in a workplace setting.
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Outcomes:

CVCAI:1	Students will analyze career opportunities and employment skills for the food production business.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCAI:1-1	Identify career opportunities and skills necessary for gaining employment in the food production business.	CV12.1.1 CV12.1.2 CV12.1.4	
CVCAI:1-2	Explain the importance of service to success in the hospitality industry.	CV12.4.1	
CVCAI:1-3	List current trends in society and explain how they influence the food service industry.	CV12.1.1 CV12.1.2 CV12.1.4	
CVCAI:1-4	Demonstrate teamwork, effective communication, and good customer service in simulated situations.	CV12.1.4 CV12.2.1 CV12.2.3	

CVCAI:2	Students will demonstrate safety and sanitation in the workplace setting.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCAI:2-1	Demonstrate procedures for cleaning and sanitizing tools and equipment.	CV12.2.1	
CVCAI:2-2	Describe the sources of direct contamination and cross-contamination.	CV12.2.1	
CVCAI:2-3	Identify and Analyze biological, chemical and physical hazards.	CV12.2.1	
CVCAI:2-4	Demonstrate appropriate grooming and hand-washing procedures.	CV12.5.3	
CVCAI:2-5	Analyze the purpose of the HACCP System and apply it to demonstrate safety procedures.	CV12.5.3	
CVCAI:2-6	Analyze and demonstrate the proper time and temperatures of storing, preparing, cooking, and cooling of foods according to Serv Safe regulations in a professional kitchen.	CV12.5.1 CV12.5.2 CV12.5.3	

CVCAI:3	Students will apply standardized recipe and monitoring-food costs.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCAI:3-1	Students will apply standardized recipe and monitoring-food costs.	CV12.4.2	
CVCAI:3-2	Convert recipes to yield smaller and larger quantities.	CV12.5.3	
CVCAI:3-3	Describe the use of common liquid and dry measure tools.	CV12.5.1	
CVCAI:3-4	Apply a standardized recipe and monitor the food costs.	CV12.4.2	

Culinary Arts II

Focus Statement:	Students will demonstrate food preparation for the food service industry.
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Outcomes:

CVCAII:1	Students will demonstrate food preparation and presentation for the food service industry.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCAII:1-1	Apply effective <i>mise en place</i> * through practice.	CV12.4.4	
CVCAII:1-2	Identify different functions of types of knives and demonstrate the proper way to hold and guide a knife.	CV12.5.3	
CVCAII:1-3	Demonstrate the basic and advanced knife cuts used every day in the professional kitchen.	CV12.5.3	
CVCAII:1-4	Contrast dry-heat and moist-heat cooking methods and list the foods to which they are suited.	CV12.4.4	
CVCAII:1-5	Describe and demonstrate several basic preparation techniques, including clarifying butter, separate eggs, whipping egg whites, and making parchment liners	CV12.4.4	
CVCAII:1-6	Demonstrate proper plating techniques.	CV12.2.1	

CVCAII:2	Students will demonstrate food preparation and presentation techniques for the food service industry.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCAII:2-1	Prepare and present different stocks, soups, sauces and appetizers.	CV12.2.4 CV12.3.3	
CVCAII:2-2	Prepare and plate starters	CV12.2.4 CV12.3.3	
CVCAII:2-3	Prepare and plate entrees.	CV12.2.4 CV12.3.3	
CVCAII:2-4	Prepare and plate starch.	CV12.2.4 CV12.3.3	
CVCAII:2-4	Prepare and plate vegetables.	CV12.2.4 CV12.3.3	
CVCAII:2-5	Prepare and present desserts and baked goods.	CV12.2.4 CV12.3.3	
CVCAII:2-6	Prepare and present an ethnic dish.	CV12.2.4 CV12.3.3	

Professional Baking Skills

Focus Statement:	Students will analyze the baking industry to determine career opportunities and employment skills needed. They will integrate and demonstrate selected skills with others in a workplace setting.
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Outcomes:

CVBS:1	Students will identify and demonstrate safety and sanitation procedures used in the baking industry.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBS:1-1	Demonstrate good personal hygiene and how it affects food safety	CV12.2.1 CV12.2.2 CV12.2.4	
CVBS:1-2	Give examples of potentially hazardous foods and explain time and temperatures relationships.	CV12.2.1 CV12.2.2 CV12.2.4	
CVBS:1-3	Categorize and describe the microorganisms that cause food borne illness.	CV12.2.1 CV12.2.2 CV12.2.4	
CVBS:1-4	Distinguish between situations in which contamination and cross-contamination occur.	CV12.2.1 CV12.2.2 CV12.2.4	
CVBS:1-5	Demonstrate procedures for cleaning and sanitizing tools and equipment.	CV12.2.1 CV12.2.2 CV12.2.4	

CVBS:2	Students will integrate knowledge and basic skills for success in the baking industry.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBS:2-1	Demonstrate baking formulas and commercial preparation techniques used to prepare a variety of breads.	CV12.2.1 CV12.2.4 CV12.3.3 CV12.5.4	
CVBS:2-2	Compare the characteristics and functions of the major baking ingredients.	CV12.2.1 CV12.2.4 CV12.3.3 CV12.5.4	
CVBS:2-3	Prepare lean, straight, and sponge dough.	CV12.2.1 CV12.2.4 CV12.3.3 CV12.5.4	
CVBS:2-4	Prepare a variety of specialty bread items with nonstandard makeup and baking techniques.	CV12.2.1 CV12.2.4 CV12.3.3 CV12.5.4	
CVBS:2-5	Prepare a variety of products using sweet dough	CV12.2.1	

	and rolled-in dough's such as Danish pastry and croissants.	CV12.2.4 CV12.3.3 CV12.5.4	
CVBS:2-6	Prepare a variety of quick bread variations including loaf breads, crepes, and deep fried desserts.	CV12.2.1 CV12.2.4 CV12.3.3 CV12.5.4	
CVBS:2-7	Prepare pie dough for single crust pastries, double crust pastries, puff pastries, <i>pate a chaux</i> , and <i>commercial phyllo or puff pastry dough</i> .	CV12.2.1 CV12.2.4 CV12.3.3 CV12.5.4	
CVBS:2-8	Perform basic cake mixing methods and decorating techniques.	CV12.2.1 CV12.2.4 CV12.3.3 CV12.5.4	

Foods For Wellness

Focus Statement:	Students will analyze the concepts of nutrition in food preparation and will prepare nutritious foods with others in a workplace setting.
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Outcomes:

CVFFW:1	Students will analyze teen diets for nutritional contents and plan meals according to current RDA requirements.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVFFW:1-1	Interpret the current RDA requirements.		
CVFFW:1-2	Analyze the nutritional value of different types of foods using food labels.		
CVFFW:1-3	Use the recommended dietary allowances to plan meals appropriate for teens.		

CVFFW:2	Students will demonstrate and explain sanitary and safe procedures in preparation and storage of foods and equipment.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVFFW:2-1	Define and describe kitchen safety practices.	CV12.5.2	
CVFFW:2-2	List and explain the food sanitation practices used in the lab.	CV12.2.1 CV12.5.3	
CVFFW:2-3	Demonstrate the proper safety techniques of handling foods in the lab.	CV.12.2.1 CV12.5.3	

CVFFW:3	Students will demonstrate time management skills, cooperative teamwork, and creativity in planning and preparing simple foods in the lab.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVFFW:3-1	Identify basic meal management skills.	CV12.5.1	
CVFFW:3-2	Identify and demonstrate different recipe terminology including measuring techniques.	CV12.5.3	
CVFFW:3-3	Prepare a simple carbohydrate.	CV12.2.1 CV12.3.3 CV12.5.3	
CVFFW:3-4	Prepare a complex carbohydrates.	CV12.2.1 CV12.3.3 CV12.5.3	
CVFFW:3-5	Prepare a dairy product.	CV12.2.1 CV12.3.3 CV12.5.3	
CVFFW:3-6	Prepare meats, poultry or eggs.	CV12.2.1 CV12.3.3 CV12.5.3	
CVFFW:3-7	Prepare a food product from the other categories.	CV12.2.1 CV12.3.3 CV12.5.3	
CVFFW:3-8	Demonstrate motivation, responsibility, and cooperative teamwork while completing Components 1-7.	CV12.2.1 CV12.3.3 CV12.5.3	

Cooking Around the World

Focus Statement:	Students will create foods of multicultural origins around the world.
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Outcomes:

CVACW:1	Students will demonstrate and explain sanitary and safe procedures in preparation and storage of foods and equipment.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCAW:1-1	List and explain kitchen and safety procedures.	CV12.5.3	
CVCAW:1-2	Describe the food sanitation practices used in the lab.	CV12.2.1 CV12.5.3	
CVCAW:1-3	Demonstrate the proper handling of foods in the lab.	CV12.2.1 CV12.2.4 CV12.5.3	

CVCAW:2	Students will analyze and prepare foods of the seven main regions of the United States.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCAW:2-1	Determine how climate, geography, and culture affected the development of the seven main regions of the United States.	CV12.2.1 CV12.3.3	
CVCAW:2-2	Identify the origins of foods of the seven main regions of the United States.	CV12.2.1 CV12.3.3	
CVCAW:2-3	Prepare and sample foods that are representative of the seven main regions of the United States.	CV12.2.1 CV12.3.3 CV12.5.3	

CVCAW:3	Students will research foods from different cultures around the world, share their findings with classmates, and lead the class in preparation of a full-course meal representative of the culture.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCAW:3-1	Identify and describe food customs of a chosen country.	CV12.2.1	
CVCAW:3-2	Evaluate how climate, geography, and culture have influenced these customs and foods and share with the information with classmates.	CV12.2.1 CV12.3.3 CV12.5.3	
CVCWA:3-3	Design and lead classmates in preparing a full-course meal that is representative of the culture.	CV12.2.2 CV12.2.3 CV12.3.3 CV12.5.3	

INDUSTRIAL TECHNOLOGY

7th Grade Woods

Focus Statement:	Students will use hand tools to create a wood project.
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Outcomes:

CVW7:1	Students will demonstrate accurate measurement usage in the shop.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVW7:1-1	Measure objects accurately using a U.S. standard ruler.	CV8.3.4	
CVW7:1-2	Measure objects accurately using a metric ruler.	CV8.3.4	

CVW7:2	Students will demonstrate woodshop safety.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVW7:2-1	Demonstrate knowledge and understanding of general shop safety procedures.	CV8.2.4 CV8.4.2	
CVW7:2-2	Demonstrate knowledge and understanding of hand tool safety and procedures.	CV8.2.4 CV8.4.2	
CVW7:2-3	Demonstrate hand tool identification.	CV8.2.4 CV8.4.2	

CVW7:3	Students will use hand tools to prepare a wood project in a safe and professional manner.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVW7:3-1	Read and interpret a simple set of plans.	CV8.3.3 CV8.3.4 CV8.4.4	
CVW7:3-2	Choose proper tools and implement the plans.	CV8.3.4 CV8.4.4	
CVW7:3-3	Put a finish coat of stain on the project.	CV8.3.4 CV8.4.4	
CVW7:3-4	Use safe and professional workplace expectations.	CV8.2.4 CV8.4.2	

8th Grade Woods

Focus Statement:	Students will use machine tools to create a wood project.
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Outcomes:

CVW8:1	Students will demonstrate accurate measurement usage in the shop.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVW8:1-1	Measure objects accurately using a U.S. standard ruler.	CV8.3.4	
CVW8:1-2	Measure objects accurately using a metric ruler.	CV8.3.4	

CVW8:2	Students will identify and demonstrate woodshop safety.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVW8:2-1	Demonstrate knowledge and understanding of general shop safety procedures.	CV8.2.4 CV8.4.2	
CVW8:2-2	Demonstrate knowledge and understanding of machine tool safety and procedures.	CV8.2.4 CV8.4.2	
CVW8:2-3	Demonstrate machine tool identification.	CV8.2.4 CV8.4.2	

CVW8:3	Students will use machine tools to prepare a wood project in a safe and professional manner.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVW8:3-1	Read and interpret a set of plans for a wood project.	CV8.3.3 CV8.3.4 CV8.4.4	
CVW8:3-2	Choose proper tools and implement the plans.	CV8.3.4 CV8.4.4	
CVW8:3-3	Put a finish coat of stain on the project.	CV8.3.4 CV8.4.4	
CVW8:3-4	Use safe and professional workplace expectations.	CV8.2.4 CV8.4.2	

CVW8:4		Students will identify, research, and explain a career of their choice that aligns with their interests.	
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVW8:4-1	Name four careers in the industrial field and give examples of entry-level, skill-level, and professional-level jobs in each area.	CV8.1.1 CV8.1.2	
CVW8:4-2	Complete an interest inventory to select one of the career pathways	CV8.1.2 CV8.1.3	
CVW8:4-3	Conduct research and describe details of this career including; education, training, duties, expectations, salary, career opportunities, physical/mental skill needed, etc.	CV8.1.1 CV8.1.2 CV8.1.3 CV8.1.4	
CVW8:4-4	Evaluate the chosen career as to whether it is a good personal fit, and provide examples to support conclusions.	CV8.1.3 CV8.1.4	

Basic Woods

Focus Statement:	Students will design, assemble, and finish woodworking projects using hand tools and machines.
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Outcomes:

CVBW:1	Students will draw, read, and implement a detailed set of plans. They will identify and safely use woodworking hand tools to complete a project.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBW:1-1	Identify characteristics of woods used in building furniture, and determine layout and bill of materials for 3-view drawings.	CV12.3.3 CV12.4.3	
CVBW:1-2	Identify the types and parts of handsaws and hand planes	CV12.3.3 CV12.4.3	
CVBW:1-3	Identify the types and parts of drills, files, and clamps.	CV12.3.3 CV12.4.3	
CVBW:1-4	Measure objects accurately using U.S. standard/Metric units.	CV12.3.3 CV12.4.3	
CVBW:1-5	Complete drawings and layout of wood and use the above tools to complete a project.	CV12.1.4 CV12.2.4 CV12.4.4 CV12.5.4	

CVBW:2	Students will identify and safely use woodworking machines to prepare, assemble, and finish a woods project		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBW:2-1	Identify and explain the safe use of the radial arm saw and table saws.	CV12.2.1 CV12.3.3	
CVBW:2-2	Identify and explain the safe use of the jointer and planer.	CV12.2.1 CV12.3.3	
CVBW:2-3	Identify the types and uses of wood joints and sandpaper.	CV12.2.4	
CVBW:2-4	Identify and demonstrate safe use of power hand tools.	CV12.3.4 CV12.4.4 CV12.5.4	
CVBW:2-5	Maintain workplace and tools according to specifications.		
CVBW:2-6	Construct, sand, and finish a woods project	CV12.3.4 CV12.4.4 CV12.5.4	

Machine Woods

Focus Statement:	Students will design, assemble, and finish complex woodworking projects using a variety of machines
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Outcomes:

CVMW:1	Students will identify and compare kinds, grades, and various types of woods and construction techniques used in building furniture.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVMW: 1-1	Identify and compare methods used to design and build furniture.	CV12.3.3	
CVMW:1-2	Identify and compare types of materials used in building furniture.	CV12.3.3	

CVMW:2	Students will design, read, and implement a detailed set of plans and demonstrate methods used to glue up stock		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVMW:2-1	Design a detailed set of plans	CV12.3.1	
CVMW:2-2	Demonstrate methods used to glue up stock.	CV 12.2.1	
CVMW:2-3	Read and implement a detailed set of plans.	CV12.4.1	

CVMW: 3	Students will adjust and safely use woodworking machines.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVMW:3-1	Adjust and safely use the radial arm and miter saw.	CV12.3.2	
CVMW:3-2	Adjust and safely use the table saw.	CV12.4.4	
CVMW:3-3	Adjust and safely use the jointer and planer.	CV12.3.2	
CVMW:3-4	Adjust and safely use various router tables and bit installation.	CV12.3.2	
CVMW:3-5	Adjust and safely use the band saw and scroll saw.	CV12.4.4	
CVMW:3-6	Adjust and safely use the drill press.	CV12.4.4	

CVMW:4	Students will identify and construct detailed joints using woodworking machines.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVMW:4-1	Identify types and uses of joints.	CV12.3.2	
CVMW:4-2	Construct detailed joints.	CV12.5.4	
CVMW:4-3	Demonstrate how to setup multiple reproduced parts drilled or cut exactly the same.	CV12.4.4	

CVMW:5	Students will identify and apply the use of sandpaper, finish, and hardware to a piece of furniture		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVMW:5-1	Identify types of and methods to use sandpaper, finish, and hardware.	CV12.3.1	
CVMW:5-2	Apply the use of sandpaper, finish, and hardware to a piece of furniture.	CV12.3.1	

Advanced Woods

Focus Statement:	Students will plan, assemble and finish complex woodworking projects using a variety of materials, hardware and finishes.
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Outcomes:

CVADWD:1	Students will compare and contrast various wood species and explain their differing applications.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVADWD:1-1	Identify various wood species and characteristics.	CV12.2.1	
CVADWD:1-2	Identify compare and contrast different types of woods are used in fabrication	CV12.2.1	
CVADWD:1-3	Identify MDF, plywood and composite sheeting.	CV12.3.1	

CVADWD:2	Students will identify and compare various typed of furniture hardware.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVADWD:2-1	Compare and contrast various styles of drawer glides.	CV12.3.2	
CVADWD:2-2	Identify and explain the uses of various types of hinges.	CV12.3.2	

CVADWD:3	Students will design and implement a detailed set of plans and plan of procedure for a wood project.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVADWD:3-1	Draw a detailed set of plans using the three view method and auxiliary views when needed	CV12.3.3	
CVADWD:3-2	Outline a detailed plan of procedure for their project.	CV12.3.3	
CVADWD:3-3	Create a bill of material for their project.	CV12.3.3	

CVADWD:4	Students will set up and safely use various wood working machines.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVADWD:4-1	Demonstrate the band saw and table saw ripping techniques.	CV12.5.4	
CVADWD:4-2	Demonstrate the miter saw and radial arm saw cross cutting techniques.	CV12.5.4	
CVADWD:4-3	Create a variety of miter and dado joints.	CV12.5.4	
CVADWD:4-4	Create and assemble a project.	CV12.5.4	

CVADWD:5	Students will identify and compare several types of finished, seals, glues and epoxies.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVADWD:5-1	Compare alcohol and petroleum based stains	CV12.2.4	
CVADWD:5-2	Compare water based and urethane seals.	CV12.2.4	
CVADWD:5-3	Identify characteristics of white glue, yellow glue and epoxies.	CV12.2.4	
CVADWD:5-4	Use appropriate stains, seals, and adhesives in a wood project.	CV12.5.4	

Basic Power

Focus Statement:	Students will disassemble, and reassemble a four-cycle engine. Students will read and wire basic household circuits.
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Outcomes:

CVBP:1	Students will identify the parts and describe the principles of engine Construction and operation of two and four cycle engines.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBP:1-1	Describe principles of engine construction and operation.	CV12.2.4	
CVBP:1-2	Determine operation of two and four cycle engines.	CV12.3.3	
CVBP:1-3	Identify parts of a small gas engine	CV 12.3.4	

CVBP:2	Students will disassemble, inspect, and reassemble the parts of a small gas engine.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBP:2-1	Explain how pistons and rings contribute to the engine.	CV12.3.2 CV12.4.3	
CVBP:2-2	Explain how rods, bearings, and valves contribute to the engine.	CV12.3.2 CV12.4.3	
CVBP:2-3	Disassemble a small gas engine.	CV 12.5.3 CV 12.5.4	
CVBP:2-4	Inspect and reassemble a small gas engine.	CV 12.5.3 CV 12.5.4	

CVBP:3	Students will identify and assemble basic circuits		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBP:3-1	Identify circuit components	CV12.2.1	
CVBP:3-2	Determine circuit loads using OHMS law.	CV12.3.2	
CVBP:3-3	Identify various electrical schismatic symbols	CV12.3.3	

CVBP:4	Students will assemble multiple component circuits		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBP:4-1	Assemble single pole circuits.	CV12.4.1 CV12.4.2 CV12.5.1	
CVBP:4-2	Assemble double pole circuits.	CV12.4.1 CV12.4.2 CV12.5.3	
CVBP:4-3	Assemble circuits with multiple control and load points.	CV12.4.1 CV12.4.2 CV12.2.4 CV12.5.4	

Bench Metals

Focus Statement:	Students will create sheet metal projects using hand and machine tools in a workplace setting.
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Outcomes:

CVBM:1	Students will compare and contrast various metals and explain their uses in society.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBM:1-1	Define and compare different types of metals.	CV12.3.1 CV12.4.3	
CVBM:1-2	Identify where and why different types of metals are used in society	CV12.3.1 CV12.4.3	
CVBM:1-3	Define base metals and alloy metals.	CV12.3.1 CV12.4.3	

CVBM:2	Students will identify and safely use basic metalworking tools.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBM:2-1	Demonstrate lab safety.	CV12.2.1	
CVBM:2-2	Identify hand tools and equipment.	CV12.2.1 CV12.3.3	
CVBM:2-3	Demonstrate the safe use and storage of lab equipment and tools.	CV12.2.1 CV12.3.4	

CVBM:3	Students will plan and construct projects using parallel and radial line development.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBM:3-1	Create sheet metal seams.	CV12.3.1 CV12.5.2	
CVBM:3-2	Draw parallel line development plans for a planter box.	CV12.4.1 CV12.5.2	
CVBM:3-3	Draw radial line development plans for a funnel.	CV12.4.1 CV12.5.2	
CVBM:3-4	Follow a plan of procedure to complete projects.	CV12.5.4	
CBBM:3-5	Apply an appropriate finish to the projects.	CV12.5.1	

Welding

Focus Statement:	Students will prepare for and construct welds in the four basic positions using three different processes in a welding shop setting.
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Outcomes:

CVW:1	Students will identify and demonstrate proper safety techniques associated with welding practices.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVW:1-1	Demonstrate safe use of equipment in the welding lab.	CV12.1.4 CV12.2.4 CV12.5.3	
CVW:1-2	Wear appropriate attire for a welder in each welding process.	CV12.1.4 CV12.2.4 CV12.5.3	

CVW:2	Students will construct welds using Oxy-acetylene, Shielded Metal Arc Welding, and Gas Metal Arc Welding techniques.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVW:2-1	Identify and use equipment associated with each welding processes.	CV12.2.4	
CVW:2-2	Construct welds in each welding process using the four basic welding positions.	CV12.4.4	
CVW:2-3	Construct welds in each welding process using various weld joints.	CV12.4.4	
CVW:2-4	Visually inspect and adjust the variables involved with each of the welding processes and positions to create a satisfactory weld.	CV12.3.1 CV12.3.3	

CVW:3	Students will identify, explain, and physically test weld samples for integrity and analyze results to make recommendations for remediation.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVW:3-1	Construct welds and test them using controlled U-bend and dye penetrant testing procedures.	CV12.4.3	
CVW:3-2	Identify weld defects and analyze what is required to correct the defect.	CV12.4.3 CV12.5.1	
CVW:3-3	Identify and explain the different types of weld inspection and testing.	CV12.4.3 CV12.5.3	

CVW:4	Students will cut metal using various methods to prepare for welding.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVW:4-1	Use the appropriate safety equipment	CV12.2.4 CV12.5.3	
CVW:4-2	Layout and set up for cutting with each of the cutting processes.	CV12.5.1	
CVW:4-3	Cut metal using each of the three cutting processes.	CV12.4.3	
CVW:4-4	Prepare metal for welding after the cutting process.	CV12.3.3	

CVW:5	Students will identify and explain the characteristics and techniques of gas welding.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVW:5-1	Identify and describe the safety associated with the gas welding process.	CV12.1.4 CV12.2.4 CV12.5.3	
CVW:5-2	Identify, describe, and explain the equipment associated with gas welding.	CV12.5.3	
CVW:5-3	Identify, describe, and explain the techniques of gas welding.	CV12.5.1	

CVW:6	Students will identify and explain the characteristics and techniques of shielded metal arc welding.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVW:7-1	Identify and describe the safety associated with the shielded metal arc welding process.	CV12.1.4 CV12.2.4 CV12.5.3	
CVW:7-2	Identify, describe, and explain the equipment associated with shielded metal arc welding.	CV12.5.3	
CVW:7-3	Identify, describe, and explain the techniques of gas metal arc welding.	CV12.5.1	

CVW:7	Students will identify and explain the characteristics and techniques of wire-feed welding.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVW:7-1	Identify and describe the safety associated with the wire-feed welding process.	CV12.1.4 CV12.2.4 CV12.5.3	
CVW:7-2	Identify, describe, and explain the equipment associated with wire-feed welding.	CV12.5.3	
CVW:7-3	Identify, describe, and explain the techniques of wire-feed welding.	CV12.5.1	

CVW:8	Students will identify and explain basic weld joints, weld positions, and types of welds.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVW:8-1	Identify the four basic weld positions.	CV12.4.4	
CVW:8-2	Identify the five basic weld types.	CV12.4.4	
CVW:8-3	Identify and explain the parts and construction of different weld joints.	CV12.4.4	

CVW:9	Students will identify and explain the properties of metal involved in the welding shop.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVW:9-1	Identify and explain the complexities of metallurgy.	CV12.5.3	
CVW:9-2	Explain how different metals are formed.	CV12.5.1	
CVW:9-3	Identify the types of metal we use in the welding shop.	CV12.5.1	

CVW:10	Students will identify and explain the basics of welding symbols.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVW:10-1	Evaluate the purpose of weld/welding symbols.	CV12.5.3	
CVW:10-2	Identify and explain the parts and features of weld/welding symbols.	CV12.5.3	

Advanced Welding

Focus Statement:	Students will use various welding procedures and assume various roles in a workplace setting to design, organize, and create individual and group-based projects.
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Outcomes:

CVAW:1	Students will identify and demonstrate proper safety techniques associated with welding practices.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVAW:1-1	Demonstrate safe use of equipment in the welding lab.	CV12.2.4 CV12.5.3	
CVAW:1-2	Wear appropriate attire for a welder in each welding process.	CV12.2.4 CV12.5.3	

CVAW:2	Students will construct welds using Shielded Metal Arc Welding, Gas Metal Arc Welding, and Tungsten Inert Gas techniques.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVAW:2-1	Identify and use equipment associated with each welding process.	CV12.5.3	
CVAW:2-2	Construct welds in various welding process using the four basic welding positions.	CV12.5.2	
CVAW:2-3	Construct welds in various welding process using various weld joints.	CV12.5.2	

CVAW:3	Students will prepare a project for another person.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVAW:3-1	Evaluate the feasibility of collected ideas for a project in the time frame allowed.	CV12.1.4 CV12.2.2	
CVAW:3-2	Prepare and present a plan to the client for approval.	CV12.2.1 CV12.2.2	
CVAW:3-3	Construct and deliver the project to the client.	CV12.2.1 CV12.2.2	

CVAW:4	Students will prepare documentation for welded metal projects.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVAW:4-1	Make a working drawing.	CV12.3.1 CV12.3.3	
CVAW:4-2	Make a bill of materials.	CV12.3.4	
CVAW:4-3	Make a plan of procedure.	CV12.3.1 CV12.3.3	
CVAW:4-4	Apply these components to applicable projects.	CV12.5.2	

CVAW:5	Students will evaluate and modify an existing metal project.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVAW:5-1	Identify possible modifications/improvements.	CV12.4.3 CV12.3.3	
CVAW:5-2	Identify and list materials needed for the modification(s).	CV12.5.1	
CVAW:5-3	Disassemble and reassemble as needed.	CV12.5.4	

CVAW:6	Students will actively participate in a group setting to produce a metal project.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVAW:6-1	Identify individual roles for the project.	CV12.2.2 CV12.2.3	
CVAW:6-2	Categorize tasks to be completed.	CV12.3.1 CV12.5.1	
CVAW:6-3	Prepare a timeline for the project.	CV12.5.2	
CVAW:6-4	Perform assigned tasks.	CV12.4.4	

Drafting I

Focus Statement:	Students will use conventional and computerized drafting equipment to graphically communicate information in a workplace setting.
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Outcomes:

CVDI:1	Students will identify and use conventional drafting equipment.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVDI:1-1	Identify drafting equipment.	CV12.2.4	
CVDI:1-2	Accurately read standard measures and demonstrate the ability to scale to a different size.	CV12.4.3	
CVDI:1-3	Construct drawings using tools and equipment.	CV12.2.4 CV12.4.3	

CVDI:2	Students will identify, explain, and use dimensioning techniques.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVDI:2-1	Identify and explain drafting techniques.	CV12.2.4	
CVDI:2-2	Accurately demonstrate the ability to dimension on a drawing.	CV12.4.3	

CDVI:3	Students will identify components and produce an orthographic drawing using proper views, placement, sheet format, lettering, geometric construction, notes, dimensions, and finish marks.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CDVI:3-1	Produce drawings using orthographic projection techniques.	CV12.4.3 CV12.4.4	
CDVI:3-2	Letter notes and information.	CV12.4.2	
CDVI:3-3	Use proper drawing placement and sheet format.	CV12.4.4	
CDVI:3-4	Center two or more objects within the drawing area.	CV12.4.3	
CDVI:3-5	Use correct line conventions on finished drawings.	CV12.4.2	
CDVI:3-6	Use dimensions to describe an object with more than one feature.	CV12.4.1 CV12.4.2	
CDVI:3-7	Produce a “complete description” of an object with dimensions, notes, and finish marks.	CV12.4.2 CV12.4.3	

CVDI:4	Students will identify components and produce a section view drawing using proper orientation of objects.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVDI:4-1	Produce section drawings for simple objects.	CV12.4.3	

CVDI:4-2	Correct use of section lines, cutting plane lines, and break lines.	CV12.4.3	
CVDI:4-3	Correct use of full, half, broken-out, and offset sections.	CV12.4.3	

CVDI:5	Students will identify components and produce an auxiliary view drawing using proper orientation of objects.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVDI:5-1	Produce auxiliary drawings for simple objects.	CV12.4.3	
CVDI:5-2	Correct use of projection lines, reference lines, and reference planes.	CV12.4.3	
CVDI:5-3	Correct use of a partial auxiliary view.	CV12.4.3	
CVDI:5-4	Label an auxiliary view.	CV12.4.3	
CVDI:5-5	Produce an auxiliary section view drawing.	CV12.4.3 CV12.4.4	

CDVI:6	Students will produce an isometric drawing.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVDI:6-1	Produce an isometric drawing using proper drafting techniques.	CV12.4.3	
CVDI:6-2	Produce an isometric drawing included with an orthographic drawing.	CV12.4.3 CV12.4.4	

Advanced Mechanical Drafting

Focus Statement:	Students will use computerized equipment to design and create mechanical parts and presentations in a workplace setting.
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Outcomes:

CVAMD:1	Students will use problem-solving skills to build and display technical drawings.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVAMD:1-1	Use CAD software to draw 3-D parts.	CV12.3.1 CV12.4.4 CV12.5.3	
CVAMD:1-2	Construct and display multi-view drawings with notes, and line types.	CV12.2.1 CV12.5.3	
CVAMD:1-3	Use problem-solving skills to construct and display a multipart drawing with full notation and sections	CV12.1.4 CV12.4.4 CV12.5.4	

CVAMD:2	Students will construct mechanical drawings, identify and explain bolts and threads.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVAMD:2-1	Construct drawings that include different thread types.	CV12.5.2 CV12.5.3	
CVAMD:2-2	Construct drawings that label all parts and features of a bolt.	CV12.5.3	

CVAMD:3	Students will utilize CAD/CNC software to create 3-D parts.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVAMD:3-1	Build a CNC part following all safety procedures.	CV12.2.4 CV12.4.4 CV12.5.1 CV12.5.4	
CVAMD:3-2	Use terminology to describe parts and procedures of CNC machining.	CV12.2.4 CV12.3.2 CV12.5.1	

Architectural Drafting

Focus Statement:	Students will create a set of basic architectural house plans in a workplace setting.
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Outcomes:

CVAD:1	Students will create and display a set of architectural house plans.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVAD:1-1	Use appropriate construction terminology in a house plan.	CV12.2.1 CV12.4.2	
CVAD:1-2	Construct a floor plan including doors, windows, stairs, and dimensions for a simple residential home.	CV12.3.3 CV12.5.4	
CVAD:1-3	Construct a roof plan for a simple residential home.	CV12.3.3 CV12.5.4	
CVAD:1-4	Construct an electrical plan for a simple residential home.	CV12.3.3 CV12.5.4	
CVAD:1-5	Construct a plot plan for a simple residential home.	CV12.3.3 CV12.5.4	
CVAD:1-6	Construct an elevation drawing for a simple residential home.	CV12.3.3 CV12.5.4	
CVAD:1-7	Construct a door and window schedule for a simple residential home.	CV12.3.3 CV12.5.4	
CVAD:1-8	Construct a furniture plan for a simple residential home.	CV12.3.3 CV12.5.4	
CVAD:1-9	Plot a complete set of plans of a simple residential home.	CV12.3.3 CV12.5.4	

CVAD:2	Students will identify the construction components of foundations and framing.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVAD:2-1	Construct a drawing that identifies the parts and the functions of foundation construction.	CV12.5.1	
CVAD:2-2	Construct a drawing that identifies the parts and the functions of wall construction.	CV12.5.1	
CVAD:2-3	Construct a drawing that identifies the parts and the functions of roof construction.	CV12.5.1	

CVAD-3	Students will create and communicate a presentation on the subject of architecture.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVAD:3-1	Students will research and write a paper about architecture.	CV12.1.2 CV12.1.3 CV12.4.1	
CVAD:3-2	Students will prepare and communicate a presentation about architecture.	CV12.2.1 CV12.4.3	

BUSINESS

Work Based Learning

Focus Statement:	Students demonstrate workplace skills, employability skills and competencies while working at a community assigned work site.
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Outcomes:

CVWBL:1	Students will demonstrate positive work ethics, interpersonal skills and productivity at a teacher assigned work site.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVWBL:1-1	Demonstrate job appropriate attendance and responsibility for proper notification of absence from work.	CV12.1.4	
CVWBL:1-2	Demonstrate appropriate appearance for job assignment.		
CVWBL:1-3	Interact appropriately with supervisor, co-workers, and customers.	CV12.2.3	
CVWBL:1-4	Demonstrate enthusiasm, initiative, and adaptability while performing tasks at the work site.	CV12.5.2	
CVWBL:1-5	Follow instructions, be industrious, and work without constant supervision.		
CVWBL:1-6	Finish assigned tasks with very good quality in a timely and efficient manner.		
CVWBL:1-7	Demonstrate courtesy, honesty, cooperation, and acceptance of constructive criticism.	CV12.2.2	

CVWBL:2	Students will maintain a journal of daily on-the-job experiences.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVWBL:2-1	Identify accomplishments (new and/or improved performance of job and people skills.)		
CVWBL:2-2	Identify any concerns or problems.	CV12.3.1	
CVWBL:2-3	Record experiences by describing all on-the-job activities, responsibilities, and dealings with fellow employees, supervisors, and customers.	CV12.4.3	

Accounting

Focus Statement:	Students will apply generally accepted accounting principles in preparing daily and end-of-fiscal period financial records for proprietorships, partnerships and corporations.
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Outcomes:

CVACCTI:1	Students will apply generally accepted accounting principles when completing the accounting cycle for a service business organized as a proprietorship.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVACCTI:1-1	Identify concepts, practices, and terms related to the accounting cycle for a service business organized as a proprietorship.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:1-2	Classify accounts, analyze transactions and demonstrate how they affect the accounting equation, and prepare a balance sheet from information obtained from the accounting equation.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:1-3	Identify changes that affect owner's equity and prepare a balance sheet.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:1-4	Identify transactions into debit and credit parts.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:1-5	Record transactions in a two-page journal, and prove the accuracy of journalizing.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:1-6	Prepare a chart of accounts, post amounts, and prove the accuracy of posting.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:1-7	Define accounting terms and concepts related to checking accounts, prepare a bank reconciliation, record transactions related to checking and establishing and replenishing a petty cash fund.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:1-8	Plan and record adjustments and complete a worksheet, identify procedures for finding and correcting errors.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:1-9	Prepare financial statements.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:1-10	Record and post adjusting and closing entries, and prepare a post-closing trial balance.	CV12.1.4 CV12.4.2 CV12.5.1	

CVACCTI:2	Students will apply generally accepted accounting principles including payroll when completing the accounting cycle for a merchandising business organized as a corporation.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVACCTI:2-1	Identify concepts, practices, and terms related to the accounting cycle for a merchandising business organized as a corporation.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:2-2	Identify and journalize purchases and cash payments transactions.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:2-3	Identify and journalize sales and cash payments transactions.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:2-4	Perform posting activities for general and subsidiary ledgers, and verify the accuracy of posting.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:2-5	Prepare time cards, calculate payroll deductions, prepare checks, and prepare payroll registers and employees' earnings records.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:2-6	Identify concepts, practices, and terms related to payroll; record payroll transactions and prepare payroll tax reports.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:2-7	Identify concepts, practices and terms related to distributing dividends.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:2-8	Journalize dividend transactions, plan and record adjustments and complete the worksheet.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:2-9	Prepare financial statements for a corporation (income statement, stockholder's equity statement, balance sheet).	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTI:2-10	Identify, record, and post adjusting and closing entries and prepare a post-closing trial balance.	CV12.1.4 CV12.4.2 CV12.5.1	

Advanced Accounting

Focus Statement:	Students will apply generally accepted accounting principles when preparing financial documents related to corporate accounting.
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Semester A

Outcomes:

CVACCTII:1	Students will identify concepts and practices related to a departmentalized merchandising business; identify, journalize, and post related transactions and prepare end-of-period financial documents.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVACCTII:1-1	Identify accounting terms, concepts and practices related to a departmentalized merchandising business.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:1-2	Journalize and post departmental purchases and cash payments transactions, and prepare a bank reconciliation.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:1-3	Journalize and post departmental sales and sales returns and allowances transactions.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:1-4	Identify accounting terms, concepts and practices related to a departmental payroll system; calculate and complete payroll records, journalize payroll transactions.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:1-5	Prepare and identify end-of-period financial documents.	CV12.1.4 CV12.4.2 CV12.5.1	

CVACCTII:2	Students will identify accounting terms, concepts, practices; identify and journalize and prepare financial documents related to accounting control systems		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVACCTII:2-1	Identify accounting terms, concepts and practices; prepare vouchers and journalize transactions related to a voucher system.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:2-2	Identify accounting terms, concepts and practices related to planning, counting and costing inventory; calculate inventory using various methods.	CV12.1.4 CV12.4.2 CV12.5.1	

CVACCTII:3	Students will identify accounting terms, concepts, practices; identify and journalize transactions related to general accounting adjustments.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVACCTII:3-1	Identify terms, concepts and practices related to general accounting adjustments.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:3-2	Calculate, journalize, and identify uncollectible accounts expenses and turnover ratios.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:3-3	Calculate depreciation using various methods and journalize all transactions related to plant assets and property taxes.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:3-4	Identify and journalize transactions related to notes payable, prepaid expenses, and accrued expenses.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:3-5	Identify and journalize transactions related to notes receivable, unearned revenue, and accrued revenue.	CV12.1.4 CV12.4.2 CV12.5.1	

CVACCTII:4	Students will identify accounting terms, concepts, practices; identify and journalize transactions related to starting, financial analysis, and reporting for a corporation.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVACCTII:4-1	Identify terms, concepts and practices related to starting, financial analysis, and reporting for a corporation.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:4-2	Identify and journalize transactions related to starting a corporation and acquiring stock; and prepare a balance sheet for a newly formed corporation.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:4-3	Identify terms, concepts and practices related to acquiring capital for a corporation; and journalize transactions related to capital stock, treasury stock, and bonds.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:4-4	Prepare and identify financial statements and complete end-of-period work.	CV12.1.4 CV12.4.2 CV12.5.1	

CVACCTII:5	Students will identify accounting terms, concepts, practices; identify and journalize transactions related to management accounting.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVACCTII:5-1	Identify terms, concepts and practices; gather information, and prepare and identify budgeted income statements, cash budgets, and prepare a performance report.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:5-2	Identify terms, concepts and practices related to management decisions; prepare an income statement reporting contribution margin, and calculate contribution margin, breakeven point, sales needed to earn an income, sales mix, and determine the effect sales and costs have on income.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:5-3	Identify terms, concepts and practices related to financial statement analysis; identify financial statements and long-term financial strength, calculate earnings performance, and perform efficiency analysis.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:5-4	Identify terms, concepts and practices related to cash flow analysis; prepare the operating, investing, and financing activities sections of a statement of cash flows.	CV12.1.4 CV12.4.2 CV12.5.1	

CVACCTII:6	Students will identify accounting terms, concepts, practices; identify and journalize transactions related to cost accounting.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVACCTII:6-1	Identify terms, concepts and practices related to cost accounting for a merchandising business; journalize direct and indirect expenses, and prepare a work sheet, departmental margin statement, and income statement with departmental margin.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:6-2	Identify the elements of manufacturing costs and flow of costs, and prepare selected ledgers and cost sheets.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:6-3	Identify terms, concepts and practices related to accounting transactions and financial reporting for a manufacturing business; identify and journalize transactions and prepare selected financial statements.	CV12.1.4 CV12.4.2 CV12.5.1	

CVACCTII:7	Students will identify accounting terms, concepts, practices; and record transactions related to partnerships and not-for-profit organizations.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVACCTII:7-1	Identify terms, concepts and practices related to forming and expanding a partnership; journalize transactions related to forming and expanding a partnership.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:7-2	Identify terms, concepts and practices; journalize transactions and complete end-of-period work related to financial reporting for a partnership including liquidating a partnership.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:7-3	Identify terms, concepts and practices; journalize transactions and develop an operating budget for a not-for-profit organization.	CV12.1.4 CV12.4.2 CV12.5.1	
CVACCTII:7-4	Identify terms, concepts and practices related to financial reporting for a not-for-profit governmental organization; prepare a worksheet, financial statements, and journalize adjusting and closing transactions for a governmental organization.	CV12.1.4 CV12.4.2 CV12.5.1	

Data and Document Processing

Focus Statement:	Students will use a variety of software/programs to demonstrate their knowledge and application for college, career, educational or personal documentation while demonstrating technical computer skills and responsibilities.
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Outcomes:

CVDDP:1	Students will demonstrate maintenance of electronic records for individual and class folders and files.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVDDP:1-1	Demonstrate file maintenance by setting up folders in a hierarchy.	CV12.4.4	
CVDDP:1-2	Categorize items to be filed by common themes.	CV12.4.4	
CVDDP:1-3	Identify files and folders by assigning meaningful names.	CV12.4.4	
CVDDP:1-4	Create and organize a working hierarchy.	CV12.4.4	
CVDDP:1-5	Demonstrate the correct file saving procedures and the location path for saving files and folders.	CV12.4.4	

CVDDP:2	Students will use word processing software/program for college, career, educational or personal applications.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVDDP:2-1	Open, plan and create word processing documents.	CV12.5.1	
CVDDP:2-2	Format, proofread, save and print word processing documents.	CV12.5.1	
CVDDP:2-3	Retrieve, edit, and enhance word processing documents.	CV12.5.1	
CVDDP:2-4	Investigate tools in the word processing software to efficiently create, format, edit, save and print word processing documents.	CV12.5.1	

CVDDP:3	Students will use touch keyboarding skills to enter and manipulate data using the 10-key pad.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVDDP:3-1	Demonstrate correct posture and ten key techniques.		
CVDDP:3-2	Demonstrate keyboarding skills to enter and manipulate (+, -, *, /) data using the ten-key by touch.	CV12.4.2	

CVDDP:4	Students will use spreadsheet software/program for college, career, educational or personal applications.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVDDP:4-1	Open, plan and create spreadsheet documents.	CV12.5.1	
CVDDP:4-2	Format, proofread, save and print spreadsheet documents.	CV12.5.1	
CVDDP:4-3	Retrieve, edit, and enhance spreadsheet documents.	CV12.5.1	
CVDDP:4-4	Investigate tools in the spreadsheet software to efficiently create, format, edit, save and print spreadsheet documents.	CV12.5.1	

CVDDP:5	Students will demonstrate responsible digital citizenship.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVDDP:5-1	Identify the meaning of full electronic participation in society.	CV12.3.2	
CVDDP:5-2	Identify digital commerce and cite examples of the electronic buying and selling of goods.	CV12.3.2	
CVDDP:5-3	Demonstrate proper electronic exchange of information.	CV12.3.2	
CVDDP:5-4	Identify the emerging technology tools used in education and the workplace.	CV12.5.3	
CVDDP:5-5	Identify electronic standards of conduct and procedure.	CV12.3.2	
CVDDP:5-6	Identify freedoms extended to everyone in the digital world.	CV12.3.2	
CVDDP:5-7	Identify physical and psychological well-being in a digital technology world.	CV12.3.2	
CVDDP:5-8	Demonstrate electronic precautions to guarantee safety and self-protection in the digital world.	CV12.3.2	

CVDDP:6	Students will use keyboarding skills to enter and manipulate data.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVDDP:6-1	Demonstrate correct posture and keyboarding techniques.		
CVDDP:6-2	Demonstrate keyboarding proficiency at 25 WPM and 85% accuracy.		

Marketing

Focus Statement:	Students will transition from thinking like a consumer to thinking like a marketer by identifying what businesses do to influence consumers' buying decisions.
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Outcomes:

CVM:1	Students will analyze examples of products, services, or ideas to identify the marketing environment of businesses and how the businesses are using the functions of marketing to influence consumers' buying decisions.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVM:1-1	Explain basic marketing terms and apply the key marketing functions and marketing mix to teacher provided examples of products, services, or ideas.		
CVM:1-2	Define market segmentation and identify its financial impact on businesses' marketing decisions.		
CVM:1-3	Identify the roles of the government and the consumer in a market economy in order to identify how they impact the marketing functions.	CV12.3.1	
CVM:1-4	Identify the global marketplace to determine its impact on the marketing functions.	CV12.3.1	
CVM:1-5	Investigate examples to identify how public image and ethics have a financial impact on business.	CV12.3.1	
CVM:1-6	Investigate a marketing experience to identify how the functions of marketing work to influence consumers' buying decisions.	CV12.3.1	

CVM:2	Students will analyze the marketing environment of a product, service, or idea and identify how the marketing functions are used to influence consumers' buying decisions.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVM:2-1	Research and evaluate a product, service, or idea for its marketing potential.	CV12.3.3 CV12.3.4	
CVM:2-2	Identify and describe the marketing environment of the product, service, or idea.	CV12.3.3 CV12.3.4	
CVM:2-3	Identify how the marketing functions could work to influence a consumer's decision to buy the selected product, service, or idea.	CV12.3.3 CV12.3.4	

Entrepreneurship

Focus Statement:	Students will evaluate the various aspects of entrepreneurship as a form of business ownership and personal career choice.
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Outcomes:

CVENT:1	Students will evaluate the theory and process of entrepreneurship and apply economic concepts within a business plan.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVENT:1-1	Identify personal traits that are typical of entrepreneurs and evaluate the personal advantages and risks of owning a business.	CV12.1.1	
CVENT:1-2	Evaluate potential business opportunities in relation to personal preferences and formulate steps to establish a business toward that opportunity.		
CVENT:1-3	Compare and contrast how supply and demand, costs and government regulations affect an entrepreneurial venture.		
CVENT:1-4	Compare and contrast the advantages and disadvantages of different legal forms of businesses as well as entering a family business, buying an existing business, starting an entirely new business or purchasing a franchise.		

CVENT:2	Students will investigate, make decisions and write a business plan for an entrepreneurial venture.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVENT:2-1	Develop a concept for a business plan venture.	CV12.1.3 CV12.4.1	
CVENT:2-2	Identify the business concept and potential success rate for the business.	CV12.1.3 CV12.4.1	
CVENT:2-3	Identify the legal form of business, effective date for beginning business, company mission/vision statement, company governance, location of business operations, immediate development goals, and overview of company's financial status.	CV12.1.3 CV12.4.1	
CVENT:2-4	Categorize the size, growth rate, nature of competition, history of the business industry and the trends and strategic opportunities within the industry.	CV12.1.3 CV12.4.1	

CVENT:2-5	Identify the current target market for the business (size, growth potential, needs) and analysis of the market's potential growth, current patterns, and sensitivities.	CV12.1.3 CV12.3.2 CV12.4.1	
CVENT:2-6	Identify the key competitors, analyze the competitor's strengths and weaknesses, potential for future competitors, and barriers to entry for new competitors in the industry.	CV12.1.3 CV12.3.2 CV12.4.1	
CVENT:2-7	Identify the key message to be communicated in the marketing of the business, delivery options for marketing the business and overall marketing plan to establish business.	CV12.1.3 CV12.4.1	
CVENT:2-8	Identify sales procedures and methods for sales.	CV12.1.3 CV12.4.1	
CVENT:2-9	Construct physical business facilities.	CV12.1.3 CV12.4.1	
CVENT:2-10	Develop a production plan.	CV12.1.3 CV12.4.1	
CVENT:2-11	Develop a workforce plan.	CV12.1.3 CV12.4.1	
CVENT:2-12	Formulate a list and responsibilities of key employees, Board of Directors, advisory committee, consultants, and human resource.	CV12.1.3 CV12.4.1	
CVENT:2-13	Strategize and document a one and five year long term goal development plan.	CV12.1.3 CV12.4.1	
CVENT:2-14	Identify accounting system to be used and prepare financial records including first year profit/loss, first year balance sheet, first and fifth year cash plan, first and fifth year expense projection and first and fifth year income projection.	CV12.1.3 CV12.4.1	
CVENT:2-15	Prepare supporting documents for the business plan: works cited page, tax requirements, codes, technical descriptions, advance contracts, endorsements, etc.	CV12.1.3 CV12.4.1	
CVENT:2-16	Prepare business plan to include: cover page, table of contents, executive summary, company description, products/services, industry, competition and market, marketing, operating plan, management, organization, and ownership, goals and strategies, financial assumptions, sources and supporting documents.	CV12.1.3 CV12.2.4 CV12.4.1 CV12.5.1	

Workplace Basics

Focus Statement:	Students will demonstrate entry-level job skills and competencies that are valuable to an employee's success in today's workplace.
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Outcomes:

CVWB:1	Students will demonstrate skills appropriate for use with common workplace technologies.		
	Components:	Wyoming Content and Performance Standard	ELA/Math Standard
CVWB:1-1	Demonstrate improvement in keyboarding speed and accuracy.	CV12.1.4	
CVWB:1-2	Demonstrate effective telephone procedures and explain use of available telephone technology.	CV12.1.4 CV12.4.3	
CVWB:1-3	Demonstrate proper use of common workplace machines such as copier, cash register and fax machine.	CV12.1.4 CV12.4.4 CV12.5.3	
CVWB:1-4	Demonstrate proper use of electronic mail and the Internet for gathering information and communicating with others.	CV12.1.4 CV12.2.1 CV12.5.3	

CVWB:2	Students will demonstrate various skills appropriate for any workplace.		
	Components:	Wyoming Content and Performance Standard	ELA/Math Standard
CVWB:2-1	Identify strategies for improving communication skills that relate to the workplace.	CV12.1.4 CV12.2.1	
CVWB:2-2	Describe time management and the use of reminder systems in a workplace.	CV12.1.4	
CVWB:2-3	Demonstrate procedures used in cash processing activities including safeguarding cash, billing customers, receiving payments and maintaining a petty cash fund.	CV12.1.4	
CVWB:2-4	Demonstrate skills in problem-solving and decision making by identifying the problem, gathering information, analyzing information, determining solution options and testing possible solutions.	CV12.1.4 CV12.3.3	

CVWB:3	Students will determine personal work habits appropriate for any workplace.		
	Components:	Wyoming Content and Performance Standard	ELA/Math Standard
CVWB:3-1	Identify appropriate personal hygiene and dress for the specific job.	CV12.1.4	
CVWB:3-2	Describe the importance of punctuality, motivation and initiative on the job.	CV12.1.4	
CVWB:3-3	Demonstrate a positive attitude and ability to accept responsibility.	CV12.1.4	
CVWB:3-4	Define work ethic and its value to the employer and the employee.	CV12.1.4 CV12.2.2	

Personal Finance

Focus Statement:	Students will demonstrate financial decision-making necessary for independent living and achieving financial goals
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Outcomes:

CVPF: 1	Students will develop a career plan to maximize personal income potential		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVPF1-1	Describe skills and traits of a good employee	CV12.1.4	
CVPF1-2	Explore various job and career options	CV12.1.1 CV12.1.2 CV12.1.3	
CVPF1-3	Fill out a variety of given job applications	CV12.1.3	
CVPF1-4	Identify sources of personal income and their benefits and factors that can affect both	CV12.1.2	
CVPF1-5	Prepare a functional, chronological, or mixed resume and cover letter appropriate for the individual student	CV12.1.3	

CVPF: 2	Students will apply strategies to monitor income and expenses, plan for spending, and save for future goals		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVPF2-1	Develop a plan for spending and saving (i.e. budgeting)		
CVPF2-2	Describe systems for keeping and using financial records (software, files, etc.)		
CVPF2-3	Describe different payment methods (debit, credit, cash, check, pre-paid, automatic funds transfer)		
CVPF2-4	Demonstrate completion of a check, check register, and reconciliation form		
CVPF2-5	Define tax terminology and identify forms W-2 and W-4 for the completion of a 1040EZ	CV12.4.2	

CVPF: 3	Students will develop strategies to control and manage credit and debt		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVPF3-1	Define and give an example of various types of credit (single-payment, revolving, and installment)		
CVPF3-2	Describe a borrower's rights and responsibilities when using credit (Fair Credit Reporting Act, Truth In Lending Act, etc.)		

CVPF3-3	Describe the various consequences of credit abuse (garnishment, repossession, bankruptcy, depression, etc.)		
CVPF3-4	Apply strategies to avoid or correct debt management problems (credit counseling, needs v. wants, saving, etc.)	CV12.3.4	
CVPF3-5	Apply consumer skills to spending and credit decisions (house, vehicle, education, wedding, children, charity, etc.)		

CVPF: 4	Students will apply appropriate and cost-effective risk management strategies		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVPF4-1	Define terminology used in various types of insurance	CV12.4.2	
CVPF4-2	Compare and contrast health, life, auto, and property insurance		
CVPF4-3	Identify common types of risks and basic risk management methods		
CVPF4-4	Justify reasons to obtain and give examples of when to use health, life, auto, and property insurance		

CVPF: 5	Students will implement a diversified investment strategy that is compatible with retirement goals		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVPF5-1	Define the various options a person has for retirement income (social security, stocks, pension, 401K, IRA, etc.)	CV12.4.2	
CVPF5-2	Explain how investing may build wealth to meet financial goals (compound interest, time value of money)		
CVPF5-3	Analyze the investment pyramid and how a person's investment strategy may change over time		
CVPF5-4	Compare and contrast defined and lifetime benefit plans		
CVPF5-5	Describe the purposes of retirement income		

CVPF: 6	Students will use reliable information and systematic decision-making to prepare a financial plan		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVPF6-1	Describe the purpose of a personal financial plan		
CVPF6-2	Set financial goals using the SMART goal setting method		
CVPF6-3	Identify resources that can help someone with financial decisions (financial planners, tax advisors, etc.)		
CVPF6-4	Define identity theft and methods to protect your personal and financial information		
CVPF6-5	Prepare a financial plan for budgeting and taxes, managing liquidity, financing, managing risk, saving, retirement, and record keeping	CV12.4.3	

Business Publishing I

Focus Statement:	Students will use desktop publishing software/programs to produce high quality documents suitable for publication.
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Outcomes:

CVBPI:1	Students will apply, create, edit and enhance publications utilizing basic desktop publishing layout and design principles.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBPI:1-1	Define terms related to desktop publishing software/program.		
CVBPI:1-2	Describe various types of desktop publications used in a public domain.		
CVBPI:1-3	Open, prepare a plan for a desktop publication, sketch a layout and determine appropriate elements necessary in the design and theme.	CV12.5.1	
CVBPI:1-4	Format, proofread, save and print publishing documents.	CV12.5.1	
CVBPI:1-5	Retrieve, edit, enhance and update publishing documents.	CV12.5.1	
CVBPI:1-6	Identify the functions and common uses in the desktop publishing program.	CV12.5.1	
CVBPI:1-7	Incorporate a desktop publishing template.	CV12.5.1	
CVBPI:1-8	Identify examples and utilize basic design principles of focal point, flow and white space.	CV12.3.4	
CVBPI:1-9	Apply common desktop publishing design rules such as using a design grid, the rule of thirds and harmony of design (rhythm, proportion, organization, consistency, repetition, balance, tension, symmetry, asymmetry, closure, alignment).	CV12.3.4	
CVBPI:1-10	Evaluate and select page design options (columns, masters, two-page spread).		
CVBPI:1-11	Evaluate good and bad publishing design layouts.	CV12.2.3	

CVBPI:2	Students will demonstrate basic typography principles and the proper use of graphics within a design.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBPI:2-1	Identify the basic characteristics and classifications of fonts, defining common words used in the study of typography.		
CVBPI:2-2	Apply proper guidelines for selecting fonts, including basic styles and special formats.	CV12.5.1	
CVBPI:2-3	Apply proper use of spacing and using special characters.	CV12.5.1	
CVBPI:2-4	Import graphics from various sources.	CV12.5.3	
CVBPI:2-5	Manipulate placement of graphics applying basic effects and formatting.	CV12.5.1	
CVBPI:2-6	Determine appropriate file formats for graphics.	CV12.5.3	
CVBPI:2-7	Identify restrictions/permissions on the use of images belonging to someone else.	CV12.2.4	
CVBPI:2-8	Define Fair Use rules for schools and businesses.	CV12.2.4	

CVBPI:3	Students will analyze careers that utilize the creation of professional publications.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBPI:3-1	Create a list of careers associated with the entire publication process.		
CVBPI:3-2	Prepare a career plan based on a career associated with the creation of a publication and explore the career's outlook, salary, required training and/or education, duties and lifestyle.	CV12.1.2 CV12.1.3	

CVBPI:4	Students will create a school publication utilizing desktop publishing design and layout principles.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBPI:4-1	Collaborate as a team and plan the design template for the publication and discuss article ideas.	CV12.2.3 CV12.2.1	
CVBPI:4-2	Research stories, perform interviews, and conceptualize original publication ideas and present to the teacher for approval and feedback prior to creating the publication.	CV12.4.3 CV12.3.1	
CVBPI:4-3	Access available resources to solve problems (i.e. Internet, reference materials, help screen).	CV12.3.3	
CVBPI:4-4	Create the publication using a desktop publishing software/program, write articles and prepare graphics.	CV12.4.1	
CVBPI:4-5	Critique one's own work and peer's publications.		
CVBPI:4-6	Apply standard proofreaders' marks in editing copy.		
CVBPI:4-7	Demonstrate copyright laws for all materials.	CV12.2.4	
CVBPI:4-8	Edit and finalize the publication.		

Business Publishing II

Focus Statement:	Students will use desktop publishing software/programs to produce high quality documents suitable for publication as well as documents from the instructor to ensure skills related to the business side of a print shop.
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Semester A

Outcomes:

CVBPPII-A:1	Students will demonstrate effective use of graphic images, digital photos and other objects in design.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBPPII-A:1-1	Open, edit, manipulate and save a graphic image in a variety of formats.	CV12.5.1	
CVBPPII-A:1-2	Apply general guidelines for cropping, resizing, flipping and rotating graphics.	CV12.5.1	
CVBPPII-A:1-3	Create high quality photos using the rules of composition, edit and manipulate digital photos and apply to desktop publishing documents.	CV12.5.1	
CVBPPII-A:1-4	Utilize image release forms when photographing people.	CV12.2.4	
CVBPPII-A:1-5	Utilize tables, charts and graphs to create visual impact in a desktop publication.	CV12.5.1	
CVBPPII-A:2	Students will demonstrate the use of color to communicate a message, adding emphasis and style.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBPPII-A:2-1	Apply color selection based on types of color, color theory, communication desired and color schemes.		
CVBPPII-A:2-2	Utilize color options such as variations, patterns, gradients and opacity.	CV12.5.1	
CVBPPII-A:2-3	Distinguish between colors used for print design and colors used for web design.		

CVBP2-A:3	Students will create original publications utilizing desktop publishing design and layout principles commissioned for a specific purpose.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBP2-A:3-1	Interview a customer to formulate a plan based on their instructions and input to design their original publication.	CV12.2.1	
CVBP2-A:3-2	Research a topic and conceptualize an original publication idea and present to the customer for approval and feedback prior to creating the publication.	CV12.3.1 CV12.3.2	
CVBP2-A:3-3	Access available resources to solve problems (i.e. Internet, reference materials, help screen).	CV12.3.1 CV12.3.3 CV12.5.4	
CVBP2-A:3-4	Create the publication using a desktop publishing software/program.	CV12.5.1	
CVBP2-A:3-5	Critique one's own work, peer's publications and receive critique from customer.		
CVBP2-A:3-6	Apply standard proofreaders' marks in editing copy.	CV12.5.1	

CVBP2-A:4	Students will create a school publication utilizing desktop publishing design and layout principles.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBP2-A:4-1	Collaborate as a team and plan the design template for the publication and discuss article ideas.	CV12.2.3 CV12.2.1	
CVBP2-A:4-2	Research stories, perform interviews, and conceptualize original publication ideas and present to the teacher for approval and feedback prior to creating the publication.	CV12.4.3 CV12.3.1	
CVBP2-A:4-3	Access available resources to solve problems (e.g. Internet, reference materials, help screen).	CV12.3.3	
CVBP2-A:4-4	Create the publication using a desktop publishing software/program, write articles and prepare graphics.	CV12.4.1	
CVBP2-A:4-5	Critique one's own work and peer's publications.		
CVBP2-A:4-6	Apply standard proofreaders' marks in editing copy.	CV12.5.1	
CVBP2-A:4-7	Demonstrate copyright laws for all materials.	CV12.2.4	
CVBP2-A:4-8	Edit and finalize the publication.	CV12.5.1	

CVBP11-A:5	Students will demonstrate the use of vector graphics and incorporate them into design.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBP11-A:5-1	Manipulate and edit vector graphics using a variety of tools and techniques.	CV12.5.1	
CVBP11-A:5-2	Create original drawings in illustration software.	CV12.5.1	
CVBP11-A:5-3	Apply grouping and arranging functions to vector graphics.	CV12.5.1	
CVBP11-A:5-4	Convert vector graphics to different file types (e.g. BMP, PDF, JPEG, PNG).	CV12.5.1 CV12.5.4	

Semester B

CVBP11-B:1	Students will demonstrate production competencies related to desktop publishing.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBP11-B:1-1	Demonstrate work habits that maximize production time such as utilizing digital templates, style sheets and linking to other files to personalize a document.	CV12.1.4	
CVBP11-B:1-2	Define terms related to professional printing and identify necessary preparation requirements when using a commercial print service.		
CVBP11-B:1-3	Demonstrate the stages of team development and effectively collaborate with a team to produce documents.	CV12.1.4	
CVBP11-B:1-4	Prepare a plan for a desktop publishing project, determining time available for completion, cost of project and life of publication.	CV12.1.2	
CVBP11-B:1-5	Compare and contrast methods of reproducing finished work for mass production.		

CVBP11-B:2	Students will create complex publications utilizing desktop publishing design and layout principles.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBP11-B:2-1	Design a publication to match a specific audience.		
CVBP11-B:2-2	Conceptualize an original publication idea and present to teacher for approval prior to creating the publication.		
CVBP11-B:2-3	Access available resources to solve problems (i.e. Internet, reference materials, help screen).	CV12.5.4	
CVBP11-B:2-4	Create the publication using a desktop publishing software/program.	CV12.5.1	
CVBP11-B:2-5	Critique one's own work, peer's publications and receive critique from customer.		
CVBP11-B:2-6	Apply standard proofreaders' marks in editing copy.	CV12.5.1	

CVBP11-B:3	Students will demonstrate leadership skills through the training and management of others.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVBP11-B:3-1	Demonstrate desktop publishing skills to less-experienced Business Publishing students.	CV12.1.4	
CVBP11-B:3-2	Monitor and evaluate the work of less-experienced Business Publishing students, under teacher supervision.	CV12.1.4	
CVBP11-B:3-3	Use a time management system to prioritize and schedule work activities for of less-experienced Business Publishing students, under teacher supervision.	CV12.1.4 CV12.2.2	
CVBP11-B:3-4	Organize a business meeting to prepare others for upcoming assignments and activities.	CV12.1.4 CV12.2.1	
CVBP11-B:3-5	Oversee projects from conception, through development, to final production, managing the quality and overall effectiveness of the production.	CV12.1.4	
CVBP11-B:3-6	Demonstrate professionalism through appearance, manners and etiquette.	CV12.1.4	
CVBP11-B:3-7	Demonstrate proper ethics in the workplace.	CV12.1.4	
CVBP11-B:3-8	Demonstrate decision making and problem solving abilities.	CV12.1.4	

Microsoft Office Specialist I

Focus Statement:	Students will demonstrate employability skills using Microsoft Office Software to obtain a Microsoft Office Specialist (MOS) certification.
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Outcomes:

CVMOSI:1	Students will demonstrate competencies in Microsoft Word to obtain a MOS certification to assist with employability skills.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVMOSI:1-1	Demonstrate creating, managing, formatting and customizing a document in Microsoft Word.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:1-2	Format text, paragraphs and sections in a Microsoft Word document.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:1-3	Create and modify a table and list in a Microsoft Word document.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:1-4	Create captions in a Microsoft Word document.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:1-5	Demonstrate the application of references including endnotes, footnotes and citations in a Microsoft Word document.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:1-6	Demonstrate inserting and formatting objects in a Microsoft Word document.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	

CVMOSI:2	Students will demonstrate competencies in Microsoft PowerPoint to obtain a MOS certification to assist with employability skills.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVMOSI:2 -1	Create a presentation in Microsoft PowerPoint.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:2 -2	Format, customize and configure a presentation in Microsoft PowerPoint.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:2 -3	Demonstrate presenting a slideshow in Microsoft PowerPoint.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:2 -4	Insert and format slides in a Microsoft PowerPoint presentation.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:2 -5	Insert and format shapes in a Microsoft PowerPoint presentation.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:2 -6	Order and group slides and shapes in a Microsoft PowerPoint presentation.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:2 -7	Create slide content by inserting and formatting text on a slide in a Microsoft PowerPoint presentation.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:2 -8	Create slide content by inserting and formatting tables on a slide in a Microsoft PowerPoint presentation.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:2 -9	Create slide content by inserting and formatting charts on a slide in a Microsoft PowerPoint presentation.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:2 -10	Create slide content by inserting and formatting SmartArt on a slide in a Microsoft PowerPoint presentation.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:2 -11	Create slide content by inserting and formatting images on a slide in a Microsoft PowerPoint presentation.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:2 -12	Create slide content by inserting and formatting media on a slide in a Microsoft PowerPoint presentation.	CV12.1.4 CV12.2.4 CV12.5.1	

		CV12.5.2	
CVMOSI:2 -13	Demonstrate transitions and apply timing between slides in a Microsoft PowerPoint presentation.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:2 -14	Demonstrate animation and apply timing on the slide content in a Microsoft PowerPoint presentation.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:2 -15	Merge content from multiple presentations in Microsoft PowerPoint.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:2 -16	Review and revise presentations in Microsoft PowerPoint.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSI:2 -17	Protect and share presentations in Microsoft PowerPoint.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	

Microsoft Office Specialist II

Focus Statement:	Students will demonstrate employability skills using Microsoft Office Software to obtain a Microsoft Office Specialist (MOS) certification.
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Outcomes:

CVMOSII:1	Students will demonstrate competencies in Microsoft Access to obtain a MOS certification to assist with employability skills.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVMOSII: 1-1	Create and navigate through a new database in Microsoft Access.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 1-2	Demonstrate managing relationships and keys in the Microsoft Access database.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 1-3	Protect and maintain a database in Microsoft Access.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 1-4	Print and export a database in Microsoft Access.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 1-5	Create and format a table in Microsoft Access.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 1-6	Manage records within a Microsoft Access database.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 1-7	Create and modify fields within a Microsoft Access database.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 1-8	Create a query in Microsoft Access.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 1-9	Modify a query in Microsoft Access.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 1-10	Utilize calculated fields and grouping within a query in Microsoft Access.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	

CVMOSII: 1-11	Create a form in Microsoft Access.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 1-12	Demonstrate setting form controls in Microsoft Access.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 1-13	Format a form in Microsoft Access.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 1-14	Create a report in Microsoft Access.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 1-15	Demonstrate setting report controls in Microsoft Access.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 1-16	Format a report in Microsoft Access.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	

CVMOSII:2	Students will demonstrate competencies in Microsoft Excel to obtain a MOS certification to assist with employability skills.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVMOSII: 2-1	Demonstrate creating, managing, navigating, formatting and customizing a worksheet and workbook in Microsoft Excel.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 2-2	Create cells and ranges in a Microsoft Excel spreadsheet.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 2-3	Create and modify a table in a Microsoft Excel spreadsheet.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 2-4	Filter and sort a table in a Microsoft Excel spreadsheet.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 2-5	Demonstrate the application, formatting and building of formulas and functions in a Microsoft Excel spreadsheet.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 2-6	Create and format a chart in a Microsoft Excel spreadsheet.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	
CVMOSII: 2-7	Insert and format an object a Microsoft Excel spreadsheet.	CV12.1.4 CV12.2.4 CV12.5.1 CV12.5.2	

Kindergarten Technology

Focus Statement:	Students will explore and show responsible use of technology.
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Outcomes:

CVCSK:1	Students safely, ethically, and productively use existing and new technology systems.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCSK:1-1	Apply rules of the computer lab and display proper use of lab materials.	CVK.5.1	
CVCSK:1-2	Discuss internet safety and all age appropriate rules that apply.	CVK.5.3	
CVCSK:1-3	Identify the parts of a computer (mouse, monitor, printer, and keyboard) and use basic keyboard functions and mouse operations.	CVK.5.4	
CVCSK:1-4	Use icons to launch software programs and navigate and operate the application.	CVK.5.1	

First Grade Technology

Focus Statement:	Student will explore and show responsible use of technology.
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Outcomes:

CVCS1:1	Students safely, ethically, and productively use existing and new technology systems.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCS1:1-1	Apply rules of the computer lab and display proper use of lab materials.	CV8.5.1	
CVCS1:1-2	Discuss internet safety and all age appropriate rules that apply.	CV8.5.3	
CVCS1:1-3	Identify the parts of a computer and explain the functions of each. (mouse, monitor, printer, and keyboard)	CV5.5.4	
CVCS1:1-4	Use school account name and password to log into the network.	CV8.5.1	

Second Grade Technology

Focus Statement:	Students will explore and show responsible use of technology.
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Outcomes:

CVCS2:1	Students safely, ethically, and productively use existing and new technology systems.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCS2:1-1	Apply rules of the computer lab and display proper use of lab materials.	CV2.5.1	
CVCS2:1-2	Discuss internet safety and all age appropriate rules that apply.	CV2.5.3	
CVCS2:1-3	Identify parts of a keyboard. [Ex: home keys, number keys, spacebar, caps locks, enter, etc.]	CV2.5.3	
CVCS2:1-4	Use internet address with adult supervision to access specific educational Web sites.	CV2.2.4	

Third Grade Technology

Focus Statement:	Students will explore and show responsible use of technology.
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Outcomes:

CVCS3:1	Students safely, ethically, and productively use existing and new technology systems.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCS3:1-1	Apply rules of the computer lab and display proper use of lab materials.	CV3.5.1	
CVCS3:1-2	Discuss internet safety and all age appropriate rules that apply.	CV3.5.3	
CVCS3:1-3	Navigate educational Web sites without linking to ads or being distracted by unrelated content.	CV3.5.4 CV3.2.4	
CVCS3:1-4	Demonstrate proper positioning of fingers on the home keys.		
CVCS3:1-5	Demonstrate proper use of fingers on letter keys.		
CVCS3:1-6	Demonstrate proper manipulative skills (ex: spacebar, caps locks, enter, shift, tab, backspace, etc.)		
CVCS3:1-7	Demonstrate proper keyboarding posture.		
CVCS3:1-8	Perform all keyboarding components [CVCS3:1-4 through CVCS3:1-7] while keyboarding a teacher selected document.	CV3.5.4 CV3.2.4	

Fourth Grade Technology

Focus Statement:	Students will explore and show responsible use of technology.
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Outcomes:

CVCS4:1	Students safely, ethically, and productively use existing and new technology systems.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCS4:1-1	Apply the rules of the computer lab and display proper use of lab materials.	CV4.5.1	
CVCS4:1-2	Discuss internet safety and all age appropriate rules that apply.	CV4.5.3	
CVCS4:1-3	Demonstrate proper positioning and use of fingers on the home and letter keys.		
CVCS4:1-4	Demonstrate proper manipulative skills (ex: spacebar, caps locks, enter, shift, tab, backspace, etc.)		
CVCS4:1-5	Demonstrate proper keyboarding posture.		
CVCS4:1-6	Perform all keyboarding components [CVCS3:1-3 through CVCS3:1-6] while keyboarding a teacher selected document.	CV4.5.4 CV4.2.4	

CVCS4:2	Students will use technology to gather information and graphics for use in a research project for a core curriculum area.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCS4:2-1	Navigate within a search engine to locate and print information on a teacher selected topic.	CV4.2.4 CV4.3.2 CV4.4.4	
CVCS4:2-2	Use a search engine to locate and print graphics for a selected topic.	CV4.4.4	
CVCS4:2-3	Incorporate the information and graphics into a research project for a core curriculum area.		

5th Computer Science

Focus Statement:	Students will use search engines to access information and will develop a word processing document by using advance editing tools. (Special Statement): “Keyboarding will be practiced at least once a week using a software program. All teachers requiring students to use computers will reinforce proper skills and hand positions.”
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Outcomes:

CVCS5:1	Students will use an operating system to organize and manipulate files and folders on the computer.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCS5:1-1	Create a folder on a network	CV5.5.4	
CVCS5:1-2	Save to a network folder	CV5.5.4	
CVCS5:1-3	Move files between various locations	CV5.5.4	

CVCS5:2	Students will use search engines to access information necessary for research in a core curricular area.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCS5:2.1	Access various search engines on the internet	CV5.5.4	
CVCS5:2.2	Use keywords to access information from a search engine.	CV5.5.4	
CVCS5:2.3	Research a topic from a curricular area using various search engines.	CV5.5.4	

CVCS5:3	Students will use advanced editing techniques to design, create, and edit a word processing document relevant to a core curricular area.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCS5:3.1	Use the cut, copy, and paste features to manipulate text and graphics.	CV5.5.4	
CVCS5:3.2	Insert headers and footers into a document.	CV5.5.4	
CVCS5:3.3	Change the line spacing of a document	CV5.5.4	
CVCS5:3.4	Change the number of columns in a document	CV5.5.4	
CVCS5:3.5	Using components 1-4, create a document relevant to a core curricular area.	CV5.5.4	

CVCS5:4	Students will use pictures and other forms of graphics in a presentation.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCS5:4.1	Insert graphics into a presentation	CV5.1.4 CV5.2.2 CV5.2.4 CV5.4.1	
CVCS5:4.2	Animate text in a presentation	CV5.1.4 CV5.2.2 CV5.2.4 CV5.4.1	
CVCS5:4.3	Change the layout of a presentation	CV5.1.4 CV5.2.2 CV5.2.4 CV5.4.1	
CVCS5:4.4	Change the backgrounds of a presentation	CV5.1.4 CV5.2.2 CV5.2.4 CV5.4.1	
CVCS5:4.5	Using components 1-4, create a presentation	CV5.1.4 CV5.2.2 CV5.2.4 CV5.4.1	

6th Computer Science

Focus Statement:	Students will use various forms of media to create a multimedia presentation related to a core curricular area. (Special Statement): “Keyboarding will be practiced at least once a week using a software program. All teachers requiring students to use computers will reinforce proper skills and hand positions.”
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Outcomes:

CVCS6:1	Students will use a desktop publishing program to design, create, and display a brochure.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCS6:1.1	Select and use a template from a desktop publishing program.	CV8.3.4	
CVCS6:1.2	Insert Graphics into a desktop publishing program.	CV8.3.4	
CVCS6:1.3	Use cut, copy, and paste to manipulate text in a desktop publishing program.	CV8.3.4	
CVCS6:1.4	Using components 1-3, create a brochure.	CV8.3.4	

CVCS6:2	Students will plan, produce, and present a multimedia presentation for a core curricular area.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCS6:2.1	Insert sound into a presentation.	CV8.5.3 CV8.5.4	
CVCS6:2.2	Insert graphics into a presentation.	CV8.5.3 CV8.5.4	
CVCS6:2.3	Animate text in a presentation.	CV8.5.3 CV8.5.4	
CVCS6:2.4	Change the design templates of a presentation.	CV8.5.3 CV8.5.4	
CVCS6:2.5	Using components 1-4, create a presentation relevant to a core curricular area.	CV8.5.3 CV8.5.4	

CVCS6:3	Students will characterize what it means to become a good digital citizen.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCS6:3.1	Students will describe how to be safe, respectful, and responsible online.	CV8.2.4	
CVCS6:3.2	Students will identify benefits and risks of presenting themselves online.	CV8.2.4	
CVCS5:3.3	Students will evaluate methods to create a clean digital footprint.	CV8.2.4 CV8.5.1	

7th Computer Science

Focus Statement:	Students will use a desktop publishing program and web-authoring program to create various documents. (Special Statement): “Keyboarding will be practiced at least once a week using a software program. All teachers requiring students to use computers will reinforce proper skills and hand positions.”
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Outcomes:

CVCS7:1	Students will use a desktop publishing program to design, create, and display a Flyer, Greeting Card, Business Card, and Menu.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCS7:1.1	Select and use a template from a desktop publishing program.	CV8.3.4	
CVCS7:1.2	Insert Graphics into a desktop publishing program.	CV8.3.4	
CVCS7:1.3	Use cut, copy, and paste to manipulate text in a desktop publishing program.	CV8.3.4	
CVCS7:1.4	Using components 1-3, create a Flyer, Greeting Card, Business Card, and Menu.	CV8.3.4	

CVCS7:2	Students will use web-authoring tools to plan, design, and create a web site.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCS7:2.1	Manipulate text in a web-authoring program.	CV8.2.4	
CVCS7:2.2	Insert graphics in a web-authoring program.	CV8.2.4	
CVCS7:2.3	Create hyperlinks in a web-authoring program	CV8.2.4	
CVCS7:2.4	Change page attributes in a web-authoring program.	CV8.2.4	
CVCS7:2.5	Using components 1-4, create a website.	CV8.2.4	

CVCS7:3	Students will plan, produce, and present a multimedia presentation using different types of media for a core curricular project.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCS7:3.1	Insert sound from various sources into a presentation.	CV8.4.4	
CVCS7:3.2	Insert graphics and video into a presentation.	CV8.4.4	
CVCS7:3.3	Animate text and graphics in a presentation.	CV8.4.4	
CVCS7:3.4	Change the design templates of a presentation.	CV8.4.4	
CVCS7:3.5	Using all of components 1-4, students will create a presentation related to a core curricular area.	CV8.4.4	

8th Computer Science

Focus Statement:	Students will build and launch a model rocket and create a 7/8 grade yearbook. (Special Statement): “Keyboarding will be practiced at least once a week using a software program. All teachers requiring students to use computers will reinforce proper skills and hand positions.”
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Outcomes:

CVCS8:1	Students will build and launch a model rocket.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCS8:1.1	Research careers related to the field of rocketry.	CV8.1.1	
CVCS8:1.2	Create a digital presentation related to the history of rocketry.	CV8.5.4	
CVCS8:1.3	Follow instructions for building a model rocket.	CV8.3.4	
CVCS8:1.4	Launch a model rocket.	CV8.3.4	

CVCS8:2	Students will create a yearbook for 7 th and 8 th Grade.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCS8:2.1	Create a business card (license) for taking pictures in school.	CV8.4.4	
CVCS8:2.2	Create a flyer to advertise for a yearbook cover contest.	CV8.4.4	
CVCS8:2.3	Use a desktop publishing program to create pages for a yearbook.	CV8.4.4	

Web Page HTML

Focus Statement:	Students will use HTML computer language or an existing or emerging computer language to create a website.
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Outcomes:

CVWPH:1	Students will utilize computer languages to create web sites relevant to personal and/or workplace settings.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVWPH:1-1	Demonstrate how to create folders to organize the media.		
CVWPH:1-2	Identify and use codes relevant to web design.	CV12.4.2	
CVWPH:1-3	Troubleshoot any code that is generating an error.	CV12.4.3	
CVWPH:1-4	Create web sites relevant to personal and/or workplace settings.	CV12.4.4	

Web Page JAVA

Focus Statement:	Students will use the JAVA computer language or another relevant computer language to design, develop and implement a project.
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Outcomes:

CVWPJ:1	Students will plan, design, and create a project using a computer language.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVWPJ:1-1	Demonstrate problem solving techniques to debug programs.	CV12.3.1	
CVWPJ:1-2	Use computer language to complete specific tasks.	CV12.4.3	
CVWPJ:1-3	Given an assigned situation, students will plan, design, and create a project using a computer language.	CV12.5.4	

2- D Animation -- Multimedia I

Focus Statement:	Students will use a variety of methods and resources to acquire, organize, and communicate information. Students will then utilize the information to plan, produce, and present a multimedia project.
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Outcomes:

CVMMI:1	Students will plan, produce, and present a 2 dimensional multimedia project using advanced technology and appropriate software.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVMMI:1-1	Demonstrate how to save and/or download pictures, sounds, animations, and other forms of media from online.	CV12.4.1	
CVMMI:1-2	Demonstrate how to create folders to organize the media.		
CVMMI:1-3	Use multimedia software to construct a prescribed project.	CV12.4.4	
CVMMI:1-4	Use the above multimedia components to plan, produce, and present a multimedia project.	CV12.4.3	

3- D Animation -- Multimedia II

Focus Statement:	Students will use a variety of digital methods to acquire, organize, and communicate information. Students will then utilize the information to plan, produce, and present a multimedia project using appropriate software.
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Outcomes:

CVMMII:1	Students will investigate the history of animation to determine the progression of animation or the influential animators to create a presentation using appropriate software.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVMMII:1-1	Explain the changes in animation through the advancements in technology.	CV12.2.4	
CVMMII:1-2	Evaluate different methods in animation and the creator.		
CVMMII:1-3	Using the information create and present a presentation using appropriate software.	CV12.4.1	

CVMMII:2	Students will plan and produce an advanced 3 dimensional multimedia project.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVMMII:2-1	Demonstrate how to create folders to organize the media.		
CVMMII:2-2	Use multimedia software to construct a prescribed project.	CV12.4.4	
CVMMII:2-3	Plan and produce an advanced multimedia project.	CV12.4.3	

Digital Video I

Focus Statement:	Students will use different forms of digital video cameras to design, create, and produce a digital video project with appropriate software.
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Outcomes:

CVDVI:1	Students will justify advantages/disadvantages of several forms of digital video formats.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVDVI:1-1	Demonstrate how to create folders to organize the media.		
CVDVI:1-2	Define digital video terminology.	CV12.4.2	
CVDVI:1-3	Justify how one digital video format would be better than another in a specific situation.		

CVDVI:2	Students will take video from a peripheral device and input it into the computer to be manipulated.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVDVI:2-1	Identify different peripheral devices.	CV12.4.2	
CVDVI:2-2	Identify the technology necessary to connect device to computer and demonstrate connecting procedures.	CV12.4.2	
CVDVI:2-3	Use the correct software to digitize and manipulate the video.	CV12.4.4	

CVDVI:3	Students will design, create, and produce a digital video project relevant to personal and/or workplace settings.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVDVI:3-1	Identify and explain the techniques of shooting digital video.	CV12.4.2	
CVDVI:3-2	Identify the lighting techniques of digital video and explain which technique will fit which video situation.	CV12.4.2	
CVDVI:3-3	Use multimedia software to construct a prescribed a project.	CV12.4.4	
CVDVI:3-4	Design, create, produce, and present a digital video project.	CV12.4.4	

Digital Video II

Focus Statement:	Students will use digital video cameras, studio equipment, and advanced digital video editing software to design, create, and produce video projects, with attention given to video and audio special effects. (Digital Video I or equivalent a prerequisite.)
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Outcomes:

CVDVII:1	Students will design, create, produce, and enhance with special effects a digital video project relevant to a specific audience.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVDVII:1-1	Demonstrate how to create folders to organize the media.		
CVDVII:1-2	Define several video special effects.	CV12.4.2	
CVDVII:1-3	Justify the use of special effects in specific circumstances.	CV12.4.1	
CVDVII:1-4	Incorporate advanced editing techniques in a movie.	CV12.4.3	
CVDVII:1-5	Determine the best software to use for each effect desired.		
CVDVII:1-6	Incorporate special effects in a movie using post-production special effects software.	CV12.4.4	
CVDVII:1-7	Design, create, and produce a digital video project that makes appropriate use of studio production equipment and post- production special effects software.	CV12.4.4	

Computer Service and Repair

Focus Statement:	Students will be able to diagnose and repair several computer problems.
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Outcomes:

CVCSR:1	Students will demonstrate how computers work and diagnose and repair computer problems.		
	Components:	Wyoming Content and Performance Standard	ELA / Math Standard
CVCSR:1-1	Report how software and hardware work together.	CV12.4.1	
CVCSR:1-2	Identify system boards and CPU's and explain which are compatible with each other.	CV12.4.2	
CVCSR:1-3	Distinguish and manage memory.	CV12.4.2	
CVCSR:1-4	Use an operating system to manage a hard drive.	CV12.4.3	
CVCSR:1-5	Support input and output devices.	CV12.4.3	
CVCSR:1-6	Explain the relationship among voltage, current, and resistance.	CV12.4.2	
CVCSR:1-7	Diagnose specific and common problems that arise in computers.	CV12.4.3	
CVCSR:1-8	Present ways to repair computer problems and errors.	CV12.4.3	

Appendix

Checklists for Assessment K - 4

Kindergarten 2015-2016

Teacher _____

Career and Vocational Education Content Standard Curriculum Checklist

DATE COMPLETED

_____ **CVCSK:1 Students safely, ethically, and productively use existing and new technology systems.**

_____ CVCSK:1-1 Apply rules of the computer lab and display proper use of lab materials.

_____ CVCSK:1-2 Discuss internet safety and all age appropriate rules that apply.

_____ CVCSK:1-3 Identify the parts of a computer (mouse, monitor, printer, and keyboard) and use basic keyboard functions and mouse operations.

_____ CVCSK:1-4 Use icons to launch software programs and navigate and operate the application.

First Grade 2015-2016

Teacher _____

Career and Vocational Education Content Standard Curriculum Checklist

DATE COMPLETED

_____ **CVCS1:1 Students safely, ethically, and productively use existing and new technology systems.**

_____ CVCS1:1-1 Apply rules of the computer lab and display proper use of lab materials.

_____ CVCS1:1-2 Discuss internet safety and all age appropriate rules that apply.

_____ CVCS1:1-3 Identify the parts of a computer and explain the functions of each.
[Ex: mouse, monitor, printer, and keyboard, etc.]

_____ CVCS1:1-4 Use school account name and password to log into the network.

Second Grade 2015-2016

Teacher _____

Career and Vocational Education Content Standard Curriculum Checklist

DATE COMPLETED

_____ **CVCS2:1 Students safely, ethically, and productively use existing and new technology systems.**

_____ CVCS2:1-1 Apply rules of the computer lab and display proper use of lab materials.

_____ CVCS2:1-2 Discuss internet safety and all age appropriate rules that apply.

_____ CVCS2:1-3 Identify parts of a keyboard. [Ex: home keys, number keys, spacebar, caps locks, enter, etc.]

_____ CVCS2:1-4 Use internet address with adult supervision to access specific educational Web sites.

Third Grade 2015-2016

Teacher _____

Career and Vocational Education Content Standard Curriculum Checklist

DATE COMPLETED

_____ **CVCS3:1 Students safely, ethically, and productively use existing and new technology systems.**

_____ CVCS3:1-1 Apply rules of the computer lab and display proper use of lab materials.

_____ CVCS3:1-2 Discuss internet safety and all age appropriate rules that apply.

_____ CVCS3:1-3 Navigate educational Web sites without linking to ads or being distracted by unrelated content.

_____ CVCS3:1-4 Demonstrate proper positioning of fingers on the home keys.

_____ CVCS3:1-5 Demonstrate proper use of fingers on letter keys.

_____ CVCS3:1-6 Demonstrate proper manipulative skills (ex: spacebar, caps locks, enter, shift, tab, backspace, etc.)

_____ CVCS3:1-7 Demonstrate proper keyboarding posture.

_____ CVCS3:1-8 Perform all keyboarding components [CVCS3:1-4 through CVCS3:1-7] while keyboarding a teacher selected document.

Fourth Grade 2015-2016

Teacher _____

Career and Vocational Education Content Standard Curriculum Checklist

DATE COMPLETED

_____ **CVCS4:1 Students safely, ethically, and productively use existing and new technology systems.**

_____ CVCS4:1-1 Apply the rules of the computer lab and display proper use of lab materials.

_____ CVCS4:1-2 Discuss internet safety and all age appropriate rules that apply.

_____ CVCS4:1-3 Demonstrate proper positioning and use of fingers on the home and letter keys.

_____ CVCS4:1-4 Demonstrate proper manipulative skills (ex: spacebar, caps locks, enter, shift, tab, backspace, etc.)

_____ CVCS4:1-5 Demonstrate proper keyboarding posture.

_____ CVCS4:1-6 Perform all keyboarding components [CVCS3:1-3 through CVCS3:1-6] while keyboarding a teacher selected document.

_____ **CVCS4:2 Students will use technology to gather information and graphics for use in a research project for a core curriculum area.**

_____ CVCS4:2-1 Navigate within a search engine to locate and print information on a teacher selected topic.

_____ CVCS4:2-2 Use a search engine to locate and print graphics for a selected topic.

_____ CVCS4:2-3 Incorporate the information and graphics into a research project for a core curriculum area.