

## Curriculum Mapping

School Illini Bluffs High School

School Year 2009-2010

Course Resource Management (Semester Class)

Grade Level ,11,12

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Month	ILS	Content	Skills	Assessments	Resources
<b>August</b>	1A5a 1B5a 1B5c 1B5d 3A4 4B5d 5A2a 14 15 16 18	Career Research Job Skills Coping with change Human Relations Work rules Absenteeism	Students will be able to complete a job analysis and self-assessment.  Students will be able to describe techniques for coping with change.  Students will be able to list techniques for human relations.  Students will be able to discuss work rules and their importance.  Students will be able to describe types of absenteeism and effects on business and employees	Performance  Job Analysis Self Assessment Questions Test	Internet  Textbooks
<b>September</b>	1B5d 3A4 4A4b 4A4c 4B5d 6B4 10 15	Budget Financial Records W-2, W-4, 1040 EZ Employee Responsibilities Sexual Harassment Employment Laws	Students will be able to complete a budget, net worth statement, personal property inventory.  Students will be able to explain elements of a legal contract.  Students will be able to complete a W-2, W-4, and 1040EZ.  Students will be able to list and	Performance  Budget Net worth statement Personal property inventory W-2, W-4, 1040EZ Questions Test	Textbooks  Movies  Understanding Your Taxes  Internet

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			<p>define employee responsibilities and employer responsibilities.</p> <p>Students will be able to discuss sexual harassment as part of a safe working environment.</p>		
<b>October</b>	1B5d 3A4 4A4b 4A4c 4B5d 6B4 10 15	Calculating wages Benefits Unions Credit	<p>Students will be able to compute payroll deductions and net pay.</p> <p>Students will be able to identify benefits.</p> <p>Students will be able to discuss the role of unions in today workforce.</p> <p>Students will be able to list advantages and disadvantages of credit.</p> <p>Students will be able to list and describe kinds and sources of credit available to consumers.</p> <p>Students will be able to describe and list the five Cs of credit.</p> <p>Students will be able to identify sections of a credit report.</p> <p>Students will be able to discuss the importance of creditworthiness.</p>	Performance  Wages Questions Test	Textbooks  Movies  Internet

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<b>November</b>	1B5a 1B5d 3A4 4A4b 4A4c 4B5d	Credit Checking	Students will be able to prepare a signature card, checks, deposit slips, checkbook register, and bank reconciliation.  Students will be able to explain check endorsements and banking services.	Performance  Checks Deposit slips Checkbook register Bank reconciliation Test Questions	Movies  Internet  Textbooks  Workshop Information
<b>December</b>	1B5d 3A4 4A4b 4A4c 4B5d 10 15	Insurance	Students will be able to define basic insurance terminology.  Students will be able to plan a personal insurance program.  Students will be able to discuss the basic concept of insurance and how it works.	Test Questions	Textbook
<b>January</b>					
<b>February</b>					
<b>March</b>					
<b>April</b>					
<b>May</b>					