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| **TEXAS CTE LESSON PLAN**[www.txcte.org](http://www.txcte.org) |
| **Lesson Identification and TEKS Addressed** |
| **Career Cluster** | Law, Public Safety, Corrections, and Security |
| **Course Name** | Practicum in Law, Public Safety, Corrections, and Security |
| **Lesson/Unit Title** | Project Management |
| **TEKS Student Expectations** | **130.342. (c) Knowledge and Skills** (4) The student demonstrates leadership and teamwork skills in collaborating with others to accomplish goals and objectives. (B) The student is expected to demonstrate teamwork skills through working cooperatively with others to achieve tasks(D) The student is expected to demonstrate responsibility for shared group and individual work tasks(E) The student is expected to maintain effective working relationships to accomplish objectives and tasks(F) The student is expected to demonstrate effective working relationships using interpersonal skills(G) The student is expected to apply positive interpersonal skills to work cooperatively with others |
| **Basic Direct Teach Lesson**(Includes Special Education Modifications/Accommodations and one English Language Proficiency Standards (ELPS) Strategy) |
| **Instructional Objectives** | **Performance Objective**Upon completion of this lesson, each student will demonstrate the importance of using Project Management in the school environment by completing Activity 1 - Project Management Team Project and Project Management Assessment Tool matching the criteria in the rubrics.**Specific Objectives*** Define Project Management.
* Apply the seven Project Management Techniques.
* Describe the Project Management Planning Process.
* Use the most common Project Management Organizational Tools.
* Complete Project Management Team Projects.
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| **Rationale** | It is imperative that students can apply project management techniques and utilize the Project Management Planning Process.  |
| **Duration of Lesson** | This lesson should take three days (135 minutes) to complete.* Day one – Project Management slide presentation (45 minutes)
* Day two – Activity 1 - Project Management Team Project (45 minutes)
* Day three – Activity 2 - Team Project Task List and Schedule (45 minutes)
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| **Word Wall/Key Vocabulary**(ELPS c1a, c, f; c2b; c3a, b, d; c4c; c5b) PDAS II (5) | * **Project Management** –involves the planning, monitoring, and coordinating of all aspects of a project,and the motivation of all those involved, to achieve desired results.
* **Project Management Techniques**
	+ Understand the project
	+ Research and summarize
	+ Cite the source
	+ Working on the project
	+ Group work
	+ Time
	+ Time management
* **Project Management Planning Process** –involves planning, monitoring, and coordinating projects.During the process, there are several questions you will encounter with your project team.
* **Project Management Organizational Tools**
* Task List and Schedule – are used to identify tasks that need to be completed before others can
	+ - be started. They allow the project team to determine the several factors in project planning.
* Gantt Chart – referred to as a project timeline. It consists of bar graphs that help plan and monitor project development or resource allocation on a horizontal time scale.
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| **Materials/Specialized Equipment Needed** | **Materials Needed*** Handouts for each student
* Project Management Terms and Definitions
* Note Taking Form
* Activity 1- Project Management Team Project
* Activity 1- Project Management Team Project Task List and schedule
* Activity 2 - Team Project Task List and Schedule
* Project Management Assessment Tool
* Pencils and Pens

**Equipment Needed*** Computer and Internet access for teacher and students
* Projector
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| **Anticipatory Set**(May include pre-assessment for prior knowledge) | The main purpose of this lesson is to give students an opportunity to apply the concepts of Project Management using seven Project Management Techniques.* **Say**

During this lesson, you will learn about Project Management in school and the workplace. You will explore the various Project Management Techniques and will apply them to two separate team activities.* **Say**

To learn about Project Management, you will need to explore the various techniques used and organizational tools.* **Ask**

Why do you think it is necessary to understand how to use Project Management in the school environment?* **Say**

Project Management involves planning, monitoring, and coordinating all aspects of a project, and the motivation of all those involved, to achieve desired results. |
| **Direct Instruction \*** | Use the Outline and Key Terms to teach students the steps and concepts of Project Management. Have students take notes and encourage discussion.**Day 1:** 1. Introduce Project Management
	1. Objectives
	2. What is Project Management?
	3. Project Management Techniques
		1. Understand the Project
		2. Research and Summarize
		3. Cite the Source
		4. Working on the Project
		5. Group Work
		6. Time
		7. Time Management
	4. Summary
	5. Project Management Planning Process
		* 1. Planning
			2. Monitoring
			3. Coordination
	6. Project Management Organizational Tools
		* 1. Task List and Schedule
			2. Gantt Chart

**Day 2:**II. Activity 1: Project Management Team Project1. Analyzing Career Job Ads
2. Group Discussion

**Day 3:**III. Activity 2: Team Project Task List and ScheduleIV. AssessmentIndividualized Education Plan (IEP) for all special education students must be followed. Examples of accommodations may include, but are not limited to:NONE |
| **Guided Practice \*** | * The teacher will present the information in the outline and the key terms, and lead the class discussion.
* The teacher will distribute all handouts and the class will discuss them.
* After the students have learned about Project Management they will begin to work on the activities.

Individualized Education Plan (IEP) for all special education students must be followed. Examples of accommodations may include, but are not limited to:NONE |
| **Independent Practice/Laboratory Experience/Differentiated Activities \*** | * Student teams will analyze and identify Project Management careers.
* Student teams will complete a specific Project Management Task List and Schedule.

Individualized Education Plan (IEP) for all special education students must be followed. Examples of accommodations may include, but are not limited to:NONE |
| **Lesson Closure** | Project Management requires skills that are highly desirable in the workplace. School projects provide excellent opportunities for students to refine their planning and Time Management skills and to acquire “executive” thinking skills as they analyze and synthesize tasks using Project Management Tools. |
| **Summative/End of Lesson Assessment \***  | Individualized Education Plan (IEP) for all special education students must be followed. Examples of accommodations may include, but are not limited to: |
| **References/Resources/****Teacher Preparation** | Webster’s new compact office dictionary (2003). New York, NY: Houghton Mifflin Harcourt Publishing Co. |
| **Additional Required Components** |
| **English Language Proficiency Standards (ELPS) Strategies** |  |
| **College and Career Readiness Connection[[1]](#footnote-1)** |  |
| **Recommended Strategies** |
| **Reading Strategies** |  |
| **Quotes** |  |
| **Multimedia/Visual Strategy****Presentation Slides + One Additional Technology Connection** |  |
| **Graphic Organizers/Handout** |  |
| **Writing Strategies****Journal Entries + 1 Additional Writing Strategy** |  |
| **Communication****90 Second Speech Topics** |  |
| **Other Essential Lesson Components** |
| **Enrichment Activity**(e.g., homework assignment) | Classroom guest speaker presentation from a professional Project Manager may be used as enrichment to discuss the importance of Project Management in high school and the workplace. |
| **Family/Community Connection** |  |
| **CTSO connection(s)** | SkillsUSA |
| **Service Learning Projects** |  |
| **Lesson Notes** |  |

1. Visit the Texas College and Career Readiness Standards at <http://www.thecb.state.tx.us/collegereadiness/CRS.pdf>, Texas Higher Education Coordinating Board (THECB), 2009. [↑](#footnote-ref-1)