

Career & Technical Education (CTE) Standards Revision Project

Cluster: Management and Administration

Pathways: Administrative Services, Business Information Technology, Corporate/General Management, Human Resource Management, Operations Management

Management and Administration Cluster Overview

The Management and Administration Cluster prepares learners for careers in planning, organizing, directing and evaluating business functions essential to efficient and productive business operations. Career opportunities are available in every sector of the economy and require specific skills in organization, time management, customer service and communication.

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Participation in this review and update included secondary business and marketing teachers and secondary language arts and math teachers.

Updated June 2010

Standards: General Management

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| Career Cluster/Cluster Grouping: | Management & Administration |
| Pathway(s): | Corporate/General Management |
| Prepared Completer Competencies: | |
| <ul style="list-style-type: none"> MAGM.01 Describe management's responsibility to know and abide by laws and regulations that affect business operations and transactions. | |
| High School Expectations | |
| Concepts and skills students know include: | |
| <ul style="list-style-type: none"> MAGM.01.01 Adhere to regulations for business expansion to meet government requirements and industry standards. | |
| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |
| <ul style="list-style-type: none"> a. Follow domestic laws governing business expansion. PWR2.2.a, RWC04.10.c b. Follow laws governing global expansion. PWR2.2.a. RWC04.10.c | <p>Academic Content Knowledge Alignment: RWC04.10.c - Research and Reasoning - Effective problem-solving strategies require high-quality reasoning - Implement a purposeful and articulated process to solve a problem</p> <p>Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): PWR2.2.a-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Find and Use Information/Information Technology - Select, integrate, and apply appropriate technology to access and evaluate new information</p> |
| High School Expectations | |
| Concepts and skills students know include: | |
| MAGM.01.02 Describe how government/legal activities affect global trade. | |

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| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |
| <ul style="list-style-type: none"> a. Describe customs regulations. PWR2.1.b b. Comply with export licensing regulations. RWC04.10.c c. Obtain releases and clearances to export products. d. Explain the nature of legal recourse in resolving global business disputes RWC01.07.b | <p>Academic Content Knowledge Alignment: RWC01.07.b - Oral Expression and Listening - Oral presentations require effective preparation strategies - Use verbal and nonverbal techniques to communicate information</p> <p>RWC04.10.c - Research and Reasoning - Effective problem-solving strategies require high-quality reasoning - Implement a purposeful and articulated process to solve a problem</p> <p>Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): PWR2.1.b-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Critical Thinking and Problem Solving - Conduct research using acceptable research methods</p> |
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| Prepared Completer Competencies: <ul style="list-style-type: none"> • MAGM.02 Communication Skills: Obtain and convey ideas and information to impact business decisions and report on organizational activities. | |
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| High School Expectations | |
| Concepts and skills students know include: <ul style="list-style-type: none"> • MAGM.02.01 Write internal and external analytical reports (i.e., reports that examine a problem/issue and recommend an action). | |
| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |
| <ul style="list-style-type: none"> a. Write analytical reports (i.e., reports that examine a problem/issue and recommend an action). PWR1.1.b, RWC03.02.g b. Write research report PWR1.1.b | <p>Academic Content Knowledge Alignment: RWC03.02.g - Writing and Composition - Ideas, evidence, structure, and style create persuasive, academic, and technical texts for particular audiences and specific purposes - Draw a conclusion by synthesizing information</p> |

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| | <p>Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): PWR1.1.b-Postsecondary & Workforce Readiness, Content Knowledge , Literacy - Write clearly and coherently for a variety of purposes and audiences</p> |
| <p>Prepared Completer Competencies:</p> <ul style="list-style-type: none"> • MAGM.03 Economics: Apply economic concepts fundamental to global business operations. | |
| <p>High School Expectations</p> | |
| <p>Concepts and skills students know include:</p> <ul style="list-style-type: none"> • MAGM.03.01 Describe global trade's impact on business activities. | |
| <p>Evidence Outcomes - Students can:</p> | <p>21st Century Skills and Readiness Competencies</p> |
| <ul style="list-style-type: none"> a. Discuss the impact of globalization on business. PWR2.4.c RWC01.07.b b. Explain cultural considerations that impact global business relations. PWR2.4.b, RWC01.07.b c. Describe the impact of electronic communication tools (e.g., Internet, video- and computer-conferencing, webcasts, email) on global business activities. PWR2.4.c, RWC01.07.b d. Explain the impact of major trade alliances on business activities. PWR1.4.e, RWC01.07.b e. Describe the impact of the political environment on world trade. PWR1.4.e, RWC01.07.b f. Explain the impact of geography on world trade. PWR1.4.e, RWC01.07.b g. Describe the impact of a country's history on world trade. PWR1.4.e, RWC01.07.b h. Explain the impact of a country's economic development on world trade. RWC01.07.b i. Discuss the potential impact of emerging economies on business activities. PWR2.4.c, RWC01.07.b | <p>Academic Content Knowledge Alignment: RWC01.07.b - Oral Expression and Listening - Oral presentations require effective preparation strategies - Use verbal and nonverbal techniques to communicate information</p> <hr/> <p>Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): PWR1.4.e-Postsecondary & Workforce Readiness, Content Knowledge , Social Studies and Social Sciences - Interpret information from a global and multicultural perspective</p> <p>PWR2.4.b-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Global and Cultural Awareness - Interact effectively with and respect the diversity of different individuals, groups, and cultures</p> <p>PWR2.4.c-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Global and Cultural Awareness - Recognize the interdependent nature of our world</p> |
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| Prepared Completer Competencies: | |
| <ul style="list-style-type: none"> MAGM.04.Emotional Intelligence: Employ and manage techniques, strategies, and systems used by management to foster self-understanding and enhance business relationships. | |
| High School Expectations | |
| Concepts and skills students know include: | |
| <ul style="list-style-type: none"> MAGM.04.01 Demonstrate managerial ethics. | |
| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |
| <ul style="list-style-type: none"> a. Use ethics in staff supervision. PWR2.7.c b. Explain the nature of managerial ethics. PWR2.2.b, RWC01.01.f | <p>Academic Content Knowledge Alignment: RWC01.01.f - Oral Expression and Listening - Effective speaking in formal and informal settings requires appropriate use of methods and audience awareness - Select appropriate technical or specialized language</p> <p>Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): PWR2.2.b-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Find and Use Information/Information Technology - Understand the ethical uses of information</p> <p>PWR2.7.c-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Personal Responsibility - Behave honestly and ethically</p> |
| High School Expectations | |
| Concepts and skills students know include: | |
| <ul style="list-style-type: none"> MAGM.04.02 Manage internal and external inter-cultural business relationships. | |
| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |
| <ul style="list-style-type: none"> a. Explain the impact of business customs and practices on global trade. PWR1.4.e, RWC01.01.f b. Describe the nature of business customs and practices in the North American market. PWR2.4.b, RWC01.01.f c. Explain the nature of business customs and practices in Europe. | <p>Academic Content Knowledge Alignment: RWC01.01.f - Oral Expression and Listening - Effective speaking in formal and informal settings requires appropriate use of methods and audience awareness - Select appropriate technical or specialized language to help the audience understand content of the presentation</p> |

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| <p>PWR2.4.b, RWC01.01.f</p> <p>d. Explain the nature of business customs and practices in Latin America. PWR2.4.b, RWC01.01.f</p> <p>e. Describe the nature of business customs and practices in the Pacific Rim. PWR2.4.b, RWC01.01.f</p> <p>f. Discuss the nature of business customs and practices in the Middle East. PWR2.4.b, RWC01.01.f</p> | <p>Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...):</p> <p>PWR1.4.e-Postsecondary & Workforce Readiness, Content Knowledge , Social Studies and Social Sciences - Interpret information from a global and multicultural perspective</p> <p>PWR2.4.b-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Global and Cultural Awareness - Interact effectively with and respect the diversity of different individuals, groups, and cultures</p> |
| <p>Prepared Completer Competencies:</p> <ul style="list-style-type: none"> • MAGM.05 Financial Analysis: Maintain, monitor, plan, and control the use of financial resources to protect a business's fiscal well-being. | |
| <p>High School Expectations</p> | |
| <p>Concepts and skills students know include:</p> <ul style="list-style-type: none"> • MAGM.05.01 Manage business risks to protect a business's financial well-being. | |
| <p>Evidence Outcomes - Students can:</p> | <p>21st Century Skills and Readiness Competencies</p> |
| <p>a. Identify a business's risks. MAT03.02.c, RWC04.10.c</p> <p>b. Assess business risks. RWC01.10.c</p> <p>c. Assess task risks. RWC04.10.c</p> <p>d. Assess accounting risks. RWC04.10.c</p> <p>e. Assess legal risks. RWC04.10.c</p> <p>f. Evaluate speculative business risks. MAT03.02.c, PWR1.2.d, RWC04.10.c</p> <p>g. Assess business's potential to expand into new markets. PWR1.2.d, RWC04.10.c</p> <p>h. Select risk-management strategies. RWC04.10.c, SST03.07.c</p> <p>i. Develop risk-management plan. MAT03.02.c, PWR1.2.d, RWC04.10.c, SST03.07.c</p> <p>j. Evaluate risk-management plan. PWR1.2.d, RWC04.10.c,</p> | <p>Academic Content Knowledge Alignment:</p> <p>MAT03.02.c-Mathematics, Data Analysis, Statistics, and Probability, The design of an experiment or sample survey is of critical importance to analyzing the data and drawing conclusions - Differentiate between the inferences that can be drawn in experiments versus observational studies</p> <p>RWC04.10.c - Research and Reasoning - Effective problem-solving strategies require high-quality reasoning - Implement a purposeful and articulated process to solve a problem</p> <p>SST03.07.c-Social Studies, Economics, Identify, develop, and evaluate risk-management strategies (PFL) - Select and evaluate strategies to mitigate risk</p> |

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| SST03.07.c | <p>Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): PWR1.2.d-Postsecondary & Workforce Readiness, Content Knowledge , Mathematical Sciences - Apply knowledge of mathematics to problem solve, analyze issues, and make critical decisions that arise in everyday life</p> |
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| High School Expectations | |
| <p>Concepts and skills students know include:</p> <ul style="list-style-type: none"> MAGM.05.02 Manage financial resources to ensure solvency. | |
| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |
| <ul style="list-style-type: none"> a. Interpret cash-flow solvency. MAT01.02.a, PWR1.2.d b. Monitor business's profitability. MAT01.02.a, PWR1.2.d | <p>Academic Content Knowledge Alignment: MAT01.02.a-Mathematics, Number Sense, Properties, and Operations, Formulate, represent, and use algorithms with real numbers flexibly, accurately, and efficiently. - Use appropriate computation methods that encompass estimation and calculation</p> <p>Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): PWR1.2.d-Postsecondary & Workforce Readiness, Content Knowledge , Mathematical Sciences - Apply knowledge of mathematics to problem solve, analyze issues, and make critical decisions that arise in everyday life</p> |
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| <p>Prepared Completer Competencies:</p> <ul style="list-style-type: none"> MAGM.06 Operations: Plan, monitor, and control day-to-day business functions to ensure continued business operations. | |
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| High School Expectations | |
| <p>Concepts and skills students know include:</p> <ul style="list-style-type: none"> MAGM.06.01 Manage purchasing activities to obtain the best service/product at the least cost. | |

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| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |
| <ul style="list-style-type: none"> a. Maintain vendor/supplier relationships. PWR2.9. b. Negotiate terms with vendors. RWC01.03.a c. Establish bid specifications. MAT01.02.a | <p>Academic Content Knowledge Alignment: MAT01.02.a - Number Sense, Properties, and Operations - Formulate, represent, and use algorithms with real numbers flexibly, accurately, and efficiently. - Use appropriate computation methods that encompass estimation and calculation</p> <p>RWC01.03.a - Oral Expression and Listening - Verbal and nonverbal cues impact the intent of communication - Give informal talks using an appropriate level of formality of verbal language and nonverbal interaction with audience</p> <hr/> <p>Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): PWR2.9.a-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Collaboration - Work effectively with others</p> |
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| High School Expectations | |
| Concepts and skills students know include: | |
| <ul style="list-style-type: none"> • MAGM.06.02. Manage quality-control processes to minimize errors and to expedite workflow. | |
| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |
| <ul style="list-style-type: none"> a. Explain the nature of quality management. RWC01.03.a b. Discuss the need for continuous improvement of the quality process. RWC01.01.f c. Develop continuous-improvement strategies. d. Develop a plan/program for quality achievement. | <p>Academic Content Knowledge Alignment: RWC01.01.f - Oral Expression and Listening - Effective speaking in formal and informal settings requires appropriate use of methods and audience awareness - Select appropriate technical or specialized language</p> <p>RWC01.03.a - Oral Expression and Listening - Verbal and nonverbal cues impact the intent of communication - Give informal talks using an appropriate level of formality of verbal language and nonverbal interaction with audience</p> |

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| | Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): |
| Prepared Completer Competencies: | |
| <ul style="list-style-type: none"> MAGM.07 Strategic Management: Plan, organize, and control an organization/department to optimize overall business success. | |
| High School Expectations | |
| Concepts and skills students know include: | |
| <ul style="list-style-type: none"> MAGM.07.01 Explain management's role in contributing to successful business operations. | |
| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |
| <ul style="list-style-type: none"> a. Describe factors that influence management. PWR2.1.a b. Discuss the nature of global management. RWC01.01.f c. Explain management theories and their applications. RWC01.01.f | Academic Content Knowledge Alignment: RWC01.01.f - Oral Expression and Listening - Effective speaking in formal and informal settings requires appropriate use of methods and audience awareness - Select appropriate technical or specialized language |
| | Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): PWR2.1.a-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Critical Thinking and Problem Solving - Apply logical reasoning and analytical skills |
| High School Expectations | |
| Concepts and skills students know include: | |
| <ul style="list-style-type: none"> MAGM.07.02 Plan organization's/department's activities to guide and support decisions and to ensure that staff focus on priorities. | |
| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |

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| <ul style="list-style-type: none"> a. Describe the strategic planning process within an organization. RWC01.07.b b. Develop strategies for achieving company vision. PWR2.6.c RWC4.04.b, RWC4.04.c c. Determine alternative actions to take when goals are not being met. PWR2.6.a, PWR2.6.b, RWC4.04.b, RWC4.04.c | <p>Academic Content Knowledge Alignment: RWC01.07.b - Oral Expression and Listening - Oral presentations require effective preparation strategies - Use verbal and nonverbal techniques to communicate information</p> <p>RWC4.04.b-Reading, Writing and Communicating, Research and Reasoning, Understand how the analysis of thinking, assessment of thinking, and intellectual character are integrated to form a complete reasoning process. - Synthesize information in a logical sequence</p> <p>RWC4.04.c-Reading, Writing and Communicating, Research and Reasoning, Understand how the analysis of thinking, assessment of thinking, and intellectual character are integrated to form a complete reasoning process. - Understand how to develop a plan and collect information</p> <p>Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): PWR2.6.a-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Work Ethic - Plan and prioritize goals</p> <p>PWR2.6.b-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Work Ethic - Manage time effectively</p> <p>PWR2.6.c-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Work Ethic - Take initiative, and follow through</p> |
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High School Expectations

Concepts and skills students know include:

- MAGM.07.03 Develop business plans to meet company needs.

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| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |
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| <ul style="list-style-type: none"> a. Develop company vision. PWR2.9.c, RWC4.04.b, RWC4.04.c b. Determine business's overall global strategy. PWR2.4.c, RWC4.04.b, RWC4.04.c c. Develop company's management plan. RWC4.04.c | <p>Academic Content Knowledge Alignment: RWC4.04.b-Reading, Writing and Communicating, Research and Reasoning, Understand how the analysis of thinking, assessment of thinking, and intellectual character are integrated to form a complete reasoning process. - Synthesize information in a logical sequence</p> <p>RWC4.04.c-Reading, Writing and Communicating, Research and Reasoning, Understand how the analysis of thinking, assessment of thinking, and</p> |
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| | <p>intellectual character are integrated to form a complete reasoning process. - Understand how to develop a plan and collect information</p> |
| | <p>Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): PWR2.4.c-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Global and Cultural Awareness - Recognize the interdependent nature of our world PWR2.9.c-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Collaboration - Cooperate for a common purpose</p> |
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| <p>High School Expectations</p> | |
| <p>Concepts and skills students know include:</p> <ul style="list-style-type: none"> • MAGM.07.04 Plan for future company growth to guide company operations. | |
| <p>Evidence Outcomes - Students can:</p> | <p>21st Century Skills and Readiness Competencies</p> |
| <ul style="list-style-type: none"> a. Evaluate opportunities for potential company changes. PWR1.2.d, RWC04.10.c b. Develop processes that can be used to improve business results. RWC4.04.b, RWC4.04.c c. Analyze exit plan options. RWC04.10.c | <p>Academic Content Knowledge Alignment: RWC4.04.b-Reading, Writing and Communicating, Research and Reasoning, Understand how the analysis of thinking, assessment of thinking, and intellectual character are integrated to form a complete reasoning process. - Synthesize information in a logical sequence RWC4.04.c-Reading, Writing and Communicating, Research and Reasoning, Understand how the analysis of thinking, assessment of thinking, and intellectual character are integrated to form a complete reasoning process. - Understand how to develop a plan and collect information RWC04.10.c - Research and Reasoning - Effective problem-solving strategies require high-quality reasoning - Implement a purposeful and articulated process to solve a problem</p> |

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| | <p>Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): PWR1.2.d-Postsecondary & Workforce Readiness, Content Knowledge , Mathematical Sciences - Apply knowledge of mathematics to problem solve, analyze issues, and make critical decisions that arise in everyday life</p> |
| High School Expectations | |
| <p>Concepts and skills students know include:</p> <ul style="list-style-type: none"> MAGM.07.05 Determine benchmarks to use in evaluating company performance. | |
| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |
| <p>a. Identify and set benchmarks for key performance indicators. PWR1.2.d, RWC04.10.c</p> | <p>Academic Content Knowledge Alignment: RWC04.10.c - Research and Reasoning - Effective problem-solving strategies require high-quality reasoning - Implement a purposeful and articulated process to solve a problem</p> |
| | <p>Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): PWR1.2.d-Postsecondary & Workforce Readiness, Content Knowledge , Mathematical Sciences - Apply knowledge of mathematics to problem solve, analyze issues, and make critical decisions that arise in everyday life</p> |
| High School Expectations | |
| <p>Concepts and skills students know include:</p> <ul style="list-style-type: none"> MAGM.07.06 Design organizational structure to facilitate business activities. | |
| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |
| <p>a. Describe organizational structures for managing foreign business activities. RWC4.04.b, RWC4.04.c</p> <p>b. Develop an organizational plan for human resources.</p> | <p>Academic Content Knowledge Alignment: RWC4.04.b-Reading, Writing and Communicating, Research and Reasoning, Understand how the analysis of thinking, assessment of thinking, and intellectual character are integrated to form a complete reasoning process. -</p> |

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| <p>RWC4.04.b, RWC4.04.c</p> <p>c. Develop an organizational strategy for foreign businesses. RWC4.04.b, RWC4.04.c</p> | <p>Synthesize information in a logical sequence</p> <p>RWC4.04.c-Reading, Writing and Communicating, Research and Reasoning, Understand how the analysis of thinking, assessment of thinking, and intellectual character are integrated to form a complete reasoning process. - Understand how to develop a plan and collect information</p> |
| | <p>Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...):</p> |

High School Expectations

Concepts and skills students know include:

- MAGM.07.07 Determine staffing needs to minimize costs while maximizing business contribution.

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| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |
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| <p>a. Describe the nature of human-resources planning</p> <p>b. Explain approaches to the identification of human resources in foreign markets. PWR2.4.b, RWC01.07.b</p> <p>c. Determine causes of staff turnover. RWC04.10.c</p> | <p>Academic Content Knowledge Alignment:</p> <p>RWC01.07.b - Oral Expression and Listening - Oral presentations require effective preparation strategies - Use verbal and nonverbal techniques to communicate information</p> <p>RWC04.10.c - Research and Reasoning - Effective problem-solving strategies require high-quality reasoning - Implement a purposeful and articulated process to solve a problem</p> |
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| | <p>Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...):</p> <p>PWR2.4.b-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Global and Cultural Awareness - Interact effectively with and respect the diversity of different individuals, groups, and cultures</p> |
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High School Expectations

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| Concepts and skills students know include: | |
| <ul style="list-style-type: none"> MAGM.07.08 Control organization's/department's activities to monitor business activities and to make business decisions. | |
| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |
| <ul style="list-style-type: none"> Discuss the importance of the coordinating/controlling role in the business environment. Evaluate individual department's contribution to organizational effectiveness. PWR1.2.d, RWC04.10.c Apply benchmarking techniques. RWC04.10.c Interpret internal information for strategic planning (e.g., financial/accounting, marketing, operations, human resources, information technology, and individual employee data). PWR2.1.a, RWC04.10.c Assess company's strategic-planning processes. RWC04.10.c | Academic Content Knowledge Alignment: RWC04.10.c - Research and Reasoning - Effective problem-solving strategies require high-quality reasoning - Implement a purposeful and articulated process to solve a problem |
| | Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): PWR1.2.d-Postsecondary & Workforce Readiness, Content Knowledge , Mathematical Sciences - Apply knowledge of mathematics to problem solve, analyze issues, and make critical decisions that arise in everyday life PWR2.1.a-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Critical Thinking and Problem Solving - Apply logical reasoning and analytical skills |
| High School Expectations | |
| Concepts and skills students know include: | |
| <ul style="list-style-type: none"> MAGM.07.09 Compare company performance with established benchmarks to determine company success. | |
| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |
| (no outcomes listed) | Academic Content Knowledge Alignment: Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): |

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| High School Expectations | |
| Concepts and skills students know include: | |
| <ul style="list-style-type: none"> MAGM.07.10 Adjust growth projections impacting facilities and equipment to foster profitable operations. | |
| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |
| (no outcomes listed) | Academic Content Knowledge Alignment: |
| | Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): |
| High School Expectations | |
| Concepts and skills students know include: | |
| <ul style="list-style-type: none"> MAGM.07.11 Apply performance standards to evaluate employees. | |
| Evidence Outcomes - Students can: | 21st Century Skills and Readiness Competencies |
| <ul style="list-style-type: none"> a. Identify and communicate performance standards. PWR2.9.d, RWC01.07.b b. Identify and communicate policies and procedures for reviewing performance. PWR2.9.d, RWC01.07.b c. Track performance indicators and develop performance reports. PWR1.1.b, RWC04.10.c | Academic Content Knowledge Alignment: RWC01.07.b - Oral Expression and Listening - Oral presentations require effective preparation strategies - Use verbal and nonverbal techniques to communicate information RWC04.10.c - Research and Reasoning - Effective problem-solving strategies require high-quality reasoning - Implement a purposeful and articulated process to solve a problem |

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| | <p>Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): PWR1.1.b-Postsecondary & Workforce Readiness, Content Knowledge , Literacy - Write clearly and coherently for a variety of purposes and audiences</p> <p>PWR2.9.d-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Collaboration - Use teamwork and leadership skills effectively</p> |
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| <p>High School Expectations</p> | |
| <p>Concepts and skills students know include:</p> <ul style="list-style-type: none"> • MAGM.07.12 Develop timely responses to employee performance evaluations. | |
| <p>Evidence Outcomes - Students can:</p> | <p>21st Century Skills and Readiness Competencies</p> |
| <ul style="list-style-type: none"> a. Provide feedback response on employee's performance. PWR2.6.d, PWR2.6.f, RWC01.07.b b. Implement performance improvement plans. RWC4.11.d, RWC04.10.c c. Amend employee work plans to account for performance evaluation results. RWC04.10.c d. Provide strategies for rewarding employee performance. PWR2.3.b, RWC04.10.c | <p>Academic Content Knowledge Alignment: RWC01.07.b - Oral Expression and Listening - Oral presentations require effective preparation strategies - Use verbal and nonverbal techniques to communicate information</p> <p>RWC04.10.c - Research and Reasoning - Effective problem-solving strategies require high-quality reasoning - Implement a purposeful and articulated process to solve a problem</p> <p>RWC4.11.d-Reading, Writing and Communicating, Research and Reasoning, Use quality reasoning and effective problem solving strategies. - State the problem clearly and precisely</p> <p>Learning & Behavioral Skills (Inquiry, Application in Society & Technology & Nature of...): PWR2.3.b-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Creativity and Innovation - Generate, evaluate, and implement new ideas and novel approaches</p> <p>PWR2.6.d-Postsecondary & Workforce Readiness, Learning and Behavior Skills, Work Ethic - Learn from instruction and criticism</p> <p>PWR2.6.f-Postsecondary & Workforce Readiness, Learning and Behavior Skills,</p> |

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| | Work Ethic - Act with maturity, civility, and politeness |
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