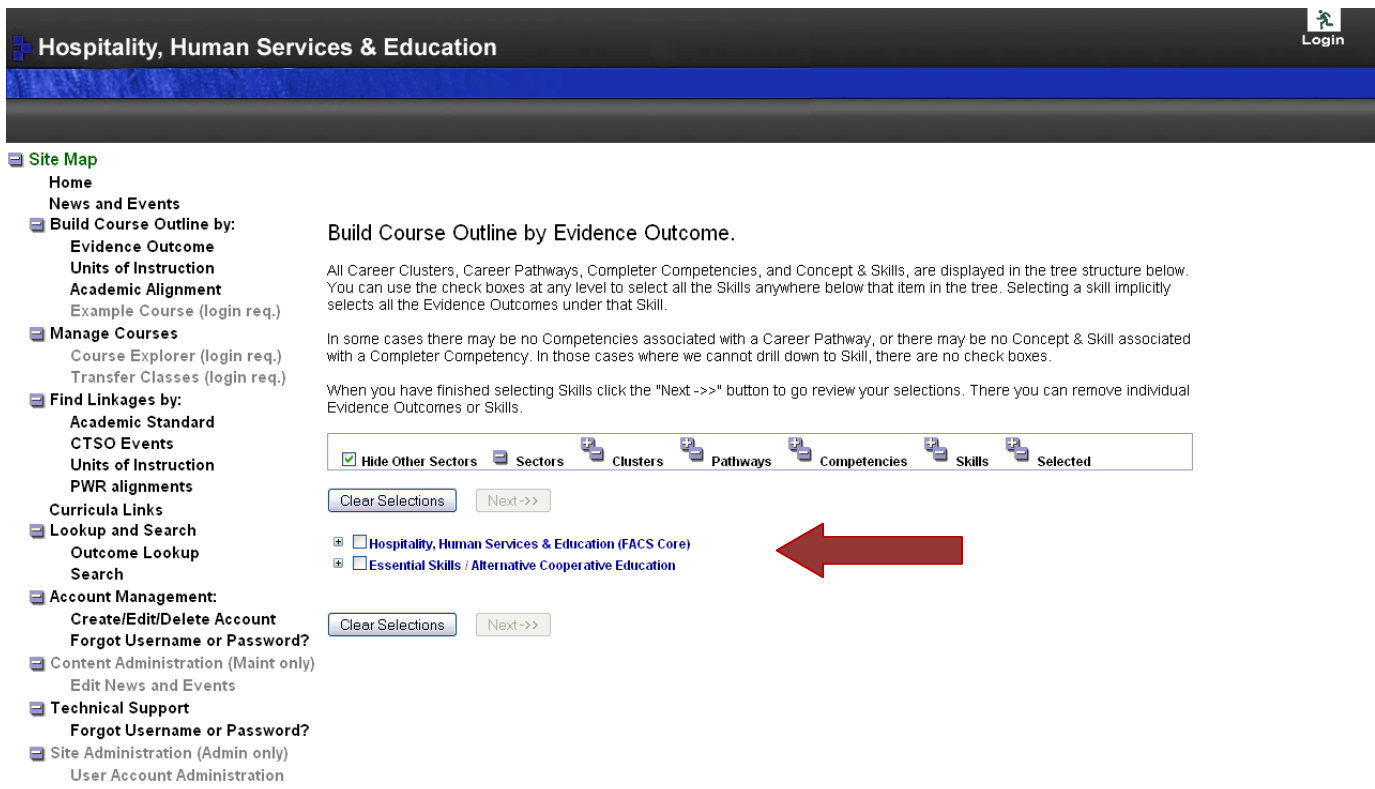


All career clusters and pathways are displayed in a tree structure on the standards website. By expanding sections of an industry sector you will be able to create a course with complete competencies, concept & skills and evidence outcomes. You will have the opportunity to add academic alignments evidence outcomes from the Common Core and Colorado Dept. of Education standards, along with CTSO events and programs for that given sector. Follow the instructions below to create a course in any of the Industry Sectors in Colorado.



Go to: <http://coctestandards.ccs.edu/>

***No Log-In required**

- Click your designated Industry Sector to begin
- Building a course by Evidence Outcome
 - Click on Evidence Outcome
 - Only your designated Sector and the Essential Skills will appear



The screenshot shows the website header for 'Hospitality, Human Services & Education' with a 'Login' button. A sidebar menu on the left includes options like 'Site Map', 'Home', 'News and Events', 'Build Course Outline by: Evidence Outcome, Units of Instruction, Academic Alignment, Example Course (login req.)', 'Manage Courses', 'Find Linkages by: Academic Standard, CTSO Events, Units of Instruction, PWR alignments, Curricula Links', 'Lookup and Search', 'Account Management', 'Content Administration', and 'Technical Support'. The main content area is titled 'Build Course Outline by Evidence Outcome.' and contains instructions: 'All Career Clusters, Career Pathways, Completer Competencies, and Concept & Skills, are displayed in the tree structure below. You can use the check boxes at any level to select all the Skills anywhere below that item in the tree. Selecting a skill implicitly selects all the Evidence Outcomes under that Skill.' It also notes that in some cases there may be no Competencies associated with a Career Pathway, or there may be no Concept & Skill associated with a Completer Competency. A 'Next ->>' button is mentioned for reviewing selections. Below the text is a tree structure with a search bar containing 'Hide Other Sectors', 'Sectors', 'Clusters', 'Pathways', 'Competencies', 'Skills', and 'Selected'. Under 'Sectors', there are two items: 'Hospitality, Human Services & Education (FACS Core)' and 'Essential Skills / Alternative Cooperative Education'. A red arrow points to the 'Hospitality, Human Services & Education (FACS Core)' item. There are 'Clear Selections' and 'Next ->>' buttons below the tree.

- Expand a Sector by clicking on the 
- Click the  to expand to the Pathways in a Cluster
 - Only sectors that have current high school standards can be expanded

Hospitality, Human Services & Education Login

- Site Map
 - Home
 - News and Events
 - Build Course Outline by:
 - Evidence Outcome
 - Units of Instruction
 - Academic Alignment
 - Example Course (login req.)
 - Manage Courses
 - Course Explorer (login req.)
 - Transfer Classes (login req.)
 - Find Linkages by:
 - Academic Standard
 - CTSO Events
 - Units of Instruction
 - PWR alignments
 - Curricula Links
 - Lookup
 - Outcome Lookup
 - Search
 - Account Management:
 - Create/Edit/Delete Account
 - Forgot Username or Password?
 - Content Administration (Maint only)
 - Edit News and Events
 - Technical Support
 - Forgot Username or Password?
 - Site Administration (Admin only)
 - User Account Administration

Build Course Outline by Evidence Outcome.

All Career Clusters, Career Pathways, Completer Competencies, and Concept & Skills, are displayed in the tree structure below. You can use the check boxes at any level to select all the Skills anywhere below that item in the tree. Selecting a skill implicitly selects all the Evidence Outcomes under that Skill.

In some cases there may be no Competencies associated with a Career Pathway, or there may be no Concept & Skill associated with a Completer Competency. In those cases where we cannot drill down to Skill, there are no check boxes.

When you have finished selecting Skills click the "Next ->>" button to go review your selections. There you can remove individual Evidence Outcomes or Skills.

Hide Other Sectors
 Sectors Clusters Pathways Competencies Skills Selected

- Hospitality, Human Services & Education (FACS Core)
 - Education & Training Cluster
 - Hospitality & Tourism Cluster
 - Human Services Cluster
 - Essential Skills / Alternative Cooperative Education

- Under each Pathway there will be a list of Completer Competencies
 - Click on the to expand the competencies
 - Use the at the competency level to expand to all concepts & skill statements

- Academic Standards
- CTSO Events
- Units of Instruction
- PWR alignments
- Curricula Links
- Lookup and Search
 - Outcome Lookup
 - Search
- Account Management:
 - Create/Edit/Delete Account
 - Forgot Username or Password?
- Content Administration (Maint only)
 - Edit News and Events
- Technical Support
 - Forgot Username or Password?
- Site Administration (Admin only)
 - User Account Administration

Hide Other Sectors
 Sectors Clusters Pathways Competencies Skills Selected

- Hospitality, Human Services & Education (FACS Core)
 - Education & Training Cluster
 - Hospitality & Tourism Cluster
 - Human Services Cluster
 - COSE - Consumer Services Pathway
 - RELA - Counseling & Mental Health Services Pathway
 - CADV - Early Childhood Development Pathway
 - FMCS - Family & Community Services Pathway
 - FMCS.01 - (Teen) Demonstrate respectful and caring relationships in the family, workplace and community.
 - FMCS.02 - (Teen) Demonstrate nutrition and wellness practice that enhance individual and family well-being.
 - FMCS.03 - (Teen) Evaluate the significance of family and its effects on the well being of individuals and society.
 - FMCS.04 - (Teen) Evaluate the effects of parenting roles and responsibilities on strengthening the well being of individuals and families.
 - FMCS.05 - (Teen) Analyze factors that influence human growth & development.
 - FMCS.06 - (Teen) Integrate multiple life roles and responsibilities in family work and community settings.
 - FMCS.07 - (Teen) Evaluate management practices related to human, economic and environmental resources.
 - FMCS.08 - (Teen) Use reasoning processes, individually and collaboratively, to take responsible action in families, workplaces and communities.
 - FMCS.09 - (NUWL) Demonstrate nutrition and wellness practices that enhance individual and family well-being.
 - FMCS.10 - (NUWL) Demonstrate basic knowledge of the digestive tract and its functions, metabolism and energy balance.
 - FMCS.11 - (NUWL) Integrate knowledge, skills, practices required for food science, food technology, dietetics and nutrition.
 - FMCS.12 - (NUWL) Synthesize wellness practices that impact an individual's physical and emotional health, optimal performance, quality of life and longevity.

- Select the concept & skill statements to include in the course you are building
- Click the Next button at top or bottom of screen to advance to the Final Selection screen
 - On this screen, you can remove any skills or specific competencies that you do not want to include in the course
 - If you remove a skill or competency that you decided you wanted to use, you will need to click on the Back button. This will take you to the previous page where you can add the competency again

News and Events

Build Course Outline by:

- Evidence Outcome
- Units of Instruction
- Academic Alignment
- Example Course (login req.)

Manage Courses

- Course Explorer (login req.)
- Transfer Classes (login req.)

Find Linkages by:

- Academic Standard
- CTSO Events
- Units of Instruction
- PWR alignments

Curriculum

Lookup and Search

- Outcome Lookup
- Search

Account Management:

- Create/Edit/Delete A
- Forgot Username or Password?

Content Administration (Maint only)

- Edit News and Events

Technical Support

- Forgot Username or Password?
- Site Administration (Admin only)
- User Account Administration

Final Selection.

On the previous page you selected all the Skills whose Evidence Outcomes you wanted in your course outline. On this page you can now review and winnow the list of Skills and Evidence Outcomes if you need to. Just uncheck the Skill to remove the Skill and any Evidence Outcomes below it, or uncheck individual Evidence Outcomes.

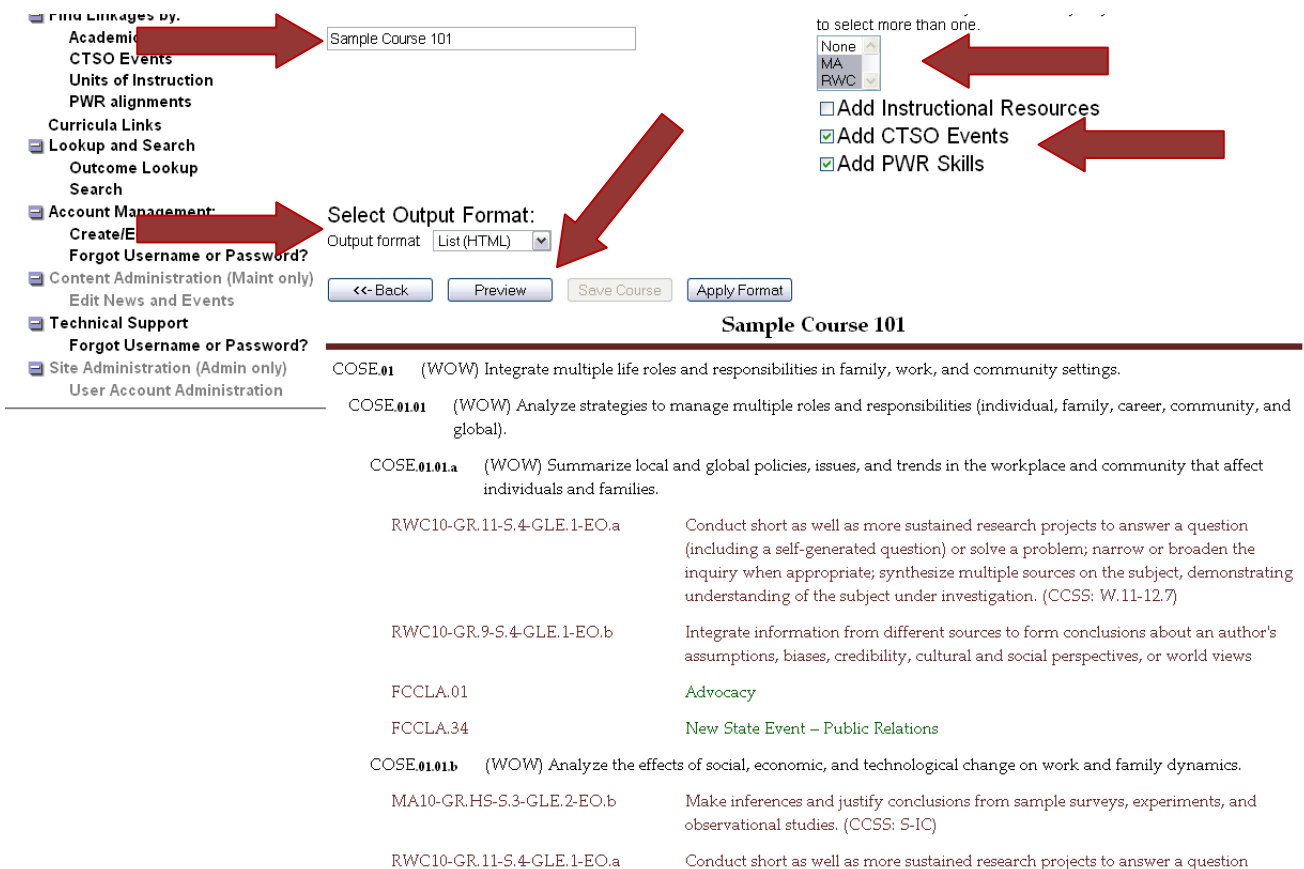
When you are finished, click the "Next ->" button.

If you click on the "<<- Back" button, you will be taken back to the previous page where you selected your Skills. All of your currently selected Skills will still be selected but modifications to the Evidence Outcomes will be discarded. All the Evidence Outcomes under your selected Skills will be selected when you come back to this page.

<input checked="" type="checkbox"/>	COSE.01.01	(WOW) Analyze strategies to manage multiple roles and responsibilities (individual, family, career, community, and global).
<input checked="" type="checkbox"/>	COSE.01.01.a	(WOW) Summarize local and global policies, issues, and trends in the workplace and community that affect individuals and families.
<input checked="" type="checkbox"/>	COSE.01.01.b	(WOW) Analyze the effects of social, economic, and technological change on work and family dynamics.
<input checked="" type="checkbox"/>	COSE.01.01.c	(WOW) Analyze ways that individual career goals can affect the family's capacity to meet goals for all family members.
<input checked="" type="checkbox"/>	COSE.01.02	(WOW) Demonstrate transferable and employability skills in school, community and workplace settings.
<input checked="" type="checkbox"/>	COSE.01.02.a	(WOW) Analyze potential career choices to determine the knowledge, skills, and attitudes associated with each career.
<input checked="" type="checkbox"/>	COSE.01.02.b	(WOW) Demonstrate job seeking and job keeping skills.
<input checked="" type="checkbox"/>	COSE.01.02.c	(WOW) Apply communication skills in school, community and workplace settings.
<input checked="" type="checkbox"/>	COSE.01.02.d	(WOW) Demonstrate teamwork skills in school, community and workplace settings.
<input checked="" type="checkbox"/>	COSE.01.02.e	(WOW) Analyze strategies to manage the effects of changing technologies in workplace settings.
<input checked="" type="checkbox"/>	COSE.01.02.f	(WOW) Demonstrate leadership skills and abilities in school, workplace and community settings.
<input checked="" type="checkbox"/>	COSE.01.02.g	(WOW) Analyze factors that contribute to maintaining safe and healthy school, work and community environments.

- When the final edit is completed click the Next button to advance to the Output Format and Supplementary Information page

- Output Format and Supplementary Information page you can perform several tasks such as adding a course title, adding academic alignments, CTSO events & programs and creating an output format in which you can use the standards information.
 - Modify Title
 - In the box provided, insert the title of the course you would like to use
 - Adding Academic alignments (HPE: Health and Physical Education; MA: Math; RWC: Reading, Writing and Communication; SC: Science; SS: Social Studies; VA: Visual Arts)
 - Add academic alignments by using menu to choose academic disciplines to include
 - Only academic areas that align to the selected evidence outcomes will show up in the selection box
 - Use the Ctrl key to select more than one academic area
 - Click the Preview button to see the alignments



to select more than one.

None
MA
RWC

Add Instructional Resources

Add CTSO Events

Add PWR Skills

Select Output Format:
Output format List (HTML)

<<- Back Preview Save Course Apply Format

Sample Course 101

COSE.01 (WOW) Integrate multiple life roles and responsibilities in family, work, and community settings.

COSE.01.01 (WOW) Analyze strategies to manage multiple roles and responsibilities (individual, family, career, community, and global).

COSE.01.01.a (WOW) Summarize local and global policies, issues, and trends in the workplace and community that affect individuals and families.

RWC10-GR.11-5.4-GLE.1-EO.a Conduct short as well as more sustained research projects to answer a question (including a self-generated question) or solve a problem; narrow or broaden the inquiry when appropriate; synthesize multiple sources on the subject, demonstrating understanding of the subject under investigation. (CCSS: W.11-12.7)

RWC10-GR.9-5.4-GLE.1-EO.b Integrate information from different sources to form conclusions about an author's assumptions, biases, credibility, cultural and social perspectives, or world views

FCCLA.01 [Advocacy](#)

FCCLA.34 [New State Event – Public Relations](#)

COSE.01.01.b (WOW) Analyze the effects of social, economic, and technological change on work and family dynamics.

MA10-GR.HS-S.3-GLE.2-EO.b Make inferences and justify conclusions from sample surveys, experiments, and observational studies. (CCSS: S-IC)

RWC10-GR.11-5.4-GLE.1-EO.a Conduct short as well as more sustained research projects to answer a question

- Attach instructional resource if desired (not available for all clusters) by clicking the box
 - Not all Sectors will have this resource available at this time
 - Click Preview to show attached resources (lesson plans, websites, etc.)
- Attach CTSO alignments to see which CTSO events or programs contain specific outcomes by clicking the box
 - Click Preview to show attached alignments
- Attach Post-Secondary Workforce Readiness standards by clicking the box
 - Click Preview to show attached alignments
- Select Output Format
 - Select output format from the drop down menu
 - HTML List (Best choice to copy to word document)
 - Excel
 - Table (HTML)
 - Table (Word)
 - Click Apply Format to create output document