

## Table of Standards, Benchmarks & Assessments

Storm Lake CSD

Grade Level: 11<sup>th</sup> & 12<sup>th</sup>

Subject or Course: ACE

| Standard or Benchmark  | Assessment Tool   | Assessment Type<br>(norm or criterion referenced) | Format<br>(type of question)                             |
|--|---|---|--|
| <b>1. Understands Career Development</b>   |   |   |  |
| <ul style="list-style-type: none"> <li>1.1 Identifies occupational interests, aptitudes and abilities<br/><i>(weeks 4, 20)</i></li> <li>1.2 Relates interests, aptitudes and abilities to appropriate occupations<br/><i>(weeks 6, 20)</i></li> <li>1.3 Identifies desired life style and relate to selected occupations<br/><i>(week 20)</i></li> <li>1.4 Develops a career path for a selected occupation</li> <li>1.5 Selects an immediate job goal</li> <li>1.6 Describes the conditions and specifications of the job goal</li> </ul> | "Insight" Learning Styles<br>Discovery<br>Self Evaluation<br>ASVAB<br>Worksheets<br>Posters | Criterion   | Multiple Choice<br>Short Answer –<br>Oral/Written<br>T/F |
| <b>2. Understands Basic Skills</b>   |   |   |  |
| <ul style="list-style-type: none"> <li>2.1 Comprehends verbal communications found in workplace<br/><i>(daily in class &amp; through student-run business)</i></li> <li>2.2 Comprehends written communications found in workplace</li> <li>2.3 Communicates in writing</li> <li>2.4 Communicates verbally</li> <li>2.5 Performs mathematical calculations found in workplace</li> </ul>  | Worksheets<br>Checklists<br>Rubrics<br>Observations<br>Student-run business<br>Fundraisers  | Criterion<br>ITED                                 | Performance task<br>Fill-in-the-blank<br>T/F             |
| <b>3. Understands Leadership and Self-Development Skills</b>   |   |   |  |
| <ul style="list-style-type: none"> <li>3.1 Demonstrates team membership <i>(weeks 1, 6, 8-19)</i></li> <li>3.2 Demonstrates team leadership <i>(weeks 5, 12, 14-16, 18)</i></li> <li>3.3 Delivers presentations to a group <i>(weeks 1, 5, 6, 8, 15-17, 19)</i></li> <li>3.4 Competes successfully with peers <i>(weeks 5, 18)</i></li> <li>3.5 Demonstrates commitment to an organization<br/><i>(weeks 1, 2, 6, 8-14, 16)</i></li> </ul>   | Worksheets<br>Quizzes<br>Presentations<br>Observation<br>Rubrics<br>Posters<br>Competitions | Criterion   | Fill-in-the-blank<br>Performance task                    |

## Table of Standards, Benchmarks & Assessments

Storm Lake CSD

Grade Level: 11<sup>th</sup> & 12<sup>th</sup>

Subject or Course: ACE

| Standard or Benchmark   | Assessment Tool   | Assessment Type<br>(norm or criterion referenced)           | Format<br>(type of question)  |
|---|---|---|---|
| <b>4. Understands Job Attainment Skills</b>   |   |   |   |
| <ul style="list-style-type: none"> <li>4.1 Constructs a resume</li> <li>4.2 Conducts a job search (<i>week 21</i>)</li> <li>4.3 Develops a letter of application</li> <li>4.4 Uses the telephone to arrange an interview</li> <li>4.5 Completes application forms (<i>week 21</i>)</li> <li>4.6 Completes employment tests</li> <li>4.7 Completes a job interview</li> </ul>  | <ul style="list-style-type: none"> <li>Rubrics</li> <li>Checklists</li> <li>Worksheets</li> <li>Tests</li> <li>Observations</li> <li>Competitions</li> </ul>                | <ul style="list-style-type: none"> <li>Criterion</li> </ul> | <ul style="list-style-type: none"> <li>Short answer-written</li> <li>Performance task</li> </ul>  |
| <b>5. Understands Job Survival Skills</b>   |   |   |   |
| <ul style="list-style-type: none"> <li>5.1 Demonstrates appropriate appearance (<i>weeks 8, 14</i>)</li> <li>5.2 Identifies expectations that employers have of employees (<i>weeks 3, 17, 19, 21</i>)</li> <li>5.3 Identifies problems of new employees (<i>weeks 2, 3, 17, 19, 21</i>)</li> <li>5.4 Demonstrates time management (<i>weeks 3, 8-14, 18, 19</i>)</li> <li>5.5 Follows directions (<i>daily</i>)</li> <li>5.6 Practices effective human relations (<i>daily</i>)</li> <li>5.7 Appropriately resigns from a job</li> </ul>   | <ul style="list-style-type: none"> <li>Posters</li> <li>Student-run business</li> <li>Worksheets</li> <li>Observations</li> <li>Checklists</li> <li>Role-Playing</li> </ul> | <ul style="list-style-type: none"> <li>Criterion</li> </ul> | <ul style="list-style-type: none"> <li>Performance task</li> <li>Multiple choice</li> <li>T/F</li> <li>Short answer-written/oral</li> </ul> |
| <b>6. Understands Work Place Skills</b>   |   |   |   |
| <ul style="list-style-type: none"> <li>6.1 Demonstrates punctuality and good attendance practices (<i>daily in class &amp; through student-run business</i>)</li> <li>6.2 Demonstrates initiative and pro-activity</li> <li>6.3 Demonstrates how to work effectively with others</li> <li>6.4 Demonstrates an attitude that attracts the attention of management</li> <li>6.5 Demonstrates an ability to communicate and work with customers to satisfy their expectations</li> <li>6.6 Demonstrates an ability to follow and give directions</li> <li>6.7 Demonstrates integrity and honesty in dealing with customers</li> <li>6.8 Demonstrates a willingness to accept responsibility for one's own actions</li> <li>6.9 Demonstrates an ability to satisfy the purposes of a delegated task</li> <li>6.10 Demonstrates an ability to prioritize and manage time effectively in the workplace</li> </ul> | <ul style="list-style-type: none"> <li>Student-run business</li> <li>Observations</li> <li>Checklists</li> <li>Self evaluations</li> <li>Fundraisers</li> </ul>             | <ul style="list-style-type: none"> <li>Criterion</li> </ul> | <ul style="list-style-type: none"> <li>Performance task</li> <li>Checklists</li> <li>Role playing</li> </ul>                                |

## Table of Standards, Benchmarks & Assessments

*Storm Lake CSD*

*Grade Level:*

*Subject or Course: ACE*

| Standard or Benchmark  | Assessment Tool | Assessment Type<br><small>(norm or criterion referenced)</small> | Format<br><small>(type of question)</small> |
|--|-----------------|--|---|
| 6.11 Demonstrates enthusiasm for work                                  |                 |  |   |
| 6.12 Demonstrates an ability to adapt to people and situations         |                 |  |   |
| 6.13 Demonstrates basic computer operation skills, including email     |                 |  |   |
| 6.14 Demonstrates an ability to use files and folders on the computer  |                 |  |   |
| 6.15 Demonstrates an ability to search for information on the internet |                 |  |   |