Trades and Industry Certification Minor

Career and technology education preparation programs

Goal Description:

Trade and Industrial (T&I) alternative education preparation program is here to prepare future educators to teach in the areas that they have specialized experience and industry certifications in. They will go on to teach in the Career and Technology Education (CTE) programs where they prepare students for careers in a variety of trades, such as including carpentry, masonry, electrical and construction management; automotive technology; heating, ventilation and air conditioning systems; computer-aided drafting and manufacturing; welding; manufacturing; electronics; robotics; and cosmetology to name a few of them.

Providing Department: Trades and Industry Certification Minor

RELATED ITEMS/ELEMENTS

RELATED ITEM LEVEL 1

Develop Trade and Industrial Educational Curriculum

Learning Objective Description:

Trade and Industrial Certification candidates will analyze and develop custom curriculum within Trade and Industrial Education tailored to their aligned training program.

RELATED ITEM LEVEL 2

Laboratory Management

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of Laboratory Management by properly organizing and managing learning situations in the classroom or laboratory, to include concepts such as: planning and organizing instructional facilities for effective learning; establishing record keeping systems; establishing systems to account for tools, equipment, materials, and supplies; utilizing organization, rotation, and progress charts; principles of class management, including directing, controlling, and supervising learning activities; and development of organizational, management, and safety plans to ensure acquisition of essential skills, knowledge, and desirable attitudes by students.

Criterion Description:

100% Trade and Industrial Certification candidates will enroll and pass INED 4391 – Laboratory Management.

Findings Description:

During the 2021 academic year, INED 4391 had 2 students enrolled and both passed and both earned a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Develop a system of student management.
2. Develop a system of supervised learning experiences that will ensure effective student use of time.
3. Develop a system of record keeping.
4. Develop a plan for teaching safety.
5. Arrange layout of shop/lab to simulate an occupational environment.
6. Establish a system for repair, maintenance, and replacement of tools and equipment (purchasing, budgeting, and projection).
7. Develop a plan to organize and implement youth leadership development activities as an integral part of the instructional program.
8. Develop a public relations program.

Required Assignments and Grading:

1.Lab Management Paper	100 points
2.Module Reflections	50 points
3.Online Assignments & Discussions	250 points
4.Midterm Exam	50points
5.Second Exam	50 points
Total	*500 Points*

Final Grade (Based on a total of 700 possible points)

A= 450 – 500 points **D= 300 – 349 points**

B= 400 – 449 points **F= 000 – 299 points**

C= 350 – 399 points

RELATED ITEM LEVEL 3

Laboratory Management

Action Description:

Continue assessment and development practices in Laboratory Management to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 2

Methods of Teaching Industrial Subjects

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of the Methods of Teaching Industrial Subjects by learning the insights into the philosophy, objectives, course content, organization, special methods of instruction, evaluation, administration safety, record keeping, and innovations of industrial arts in the public school system.

Criterion Description:

- 100% Trade and Industrial Certification candidates will enroll and pass INED 4364 – Methods of Teaching Industrial Subjects.

- 100% Trade and Industrial Certification candidates will INED 4363 – Preparation of Instructional Materials.

Findings Description:

During the 2021 academic year, INED 4391 had 4 students enrolled and all passed and all earned a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Locate, review, evaluate, and secure instructional materials for use in teaching a specific vocational course.
2. Know the different types of instructional aids used in the classroom.
3. Select, obtain, or prepare teaching aids to enhance instructional effectiveness.
4. Select or prepare a computer-assisted instructional program.
5. Understand the required essential knowledge and skills common to all career and technology education programs and their own specific program area(s).
6. Develop slide presentations.
7. Develop instructional posters
8. Prepare information sheets for use in teaching related information lessons.
9. Research and demonstrate any instructional technology
10. Create web 2.0 presentation
11. Use free website services to create a website for their course
12. Create a review game to be used for a lesson in their course
13. Create a video
14. Select a CRISS or SIOP based learning technique to create a best teaching practice instructional aid.

Required Assignments and Grading:

1. Module 1		200 points
2. Module 2		50 points
3. Module 3		150 points
4. Module 4		50 points
5. Module 5		50 points
	Total	***500 Points***

Final Grade (Based on a total of 500 possible points)

A= 450 – 500 points **D= 300 – 349 points**

B= 400 – 449 points **F= 000 – 299 points**

C= 350 – 399 points

RELATED ITEM LEVEL 3

Methods of Teaching Industrial Subjects

Action Description:

Continue assessment and development practices in Preparation of Instructional Materials to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 2

Occupational Human Relations in Career and Technical Education

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of Occupational Human Relations in Career and Technical Education by learning to establish and maintain effective relationships with students, co-workers, other school personnel, industry, and persons in community. Principles and skills in working with people will be developed through a study of: advantages of the principles of learning, influences of heredity and environment, basic wants and needs, motivational factors, development of positive attitudes, teacher-student relationship, leadership development, and elements of effective communication. A study of techniques of identifying and arriving at probable solutions on human relations will be emphasized. This course includes a study of techniques of identifying and arriving at probable solutions for providing all students equal access to vocational program offerings.

Criterion Description:

- 100% Trade and Industrial Certification candidates will INED 4379 – Occupational Analysis and Curriculum Development.
- 100% Trade and Industrial Certification candidates will enroll and pass INED 4310 – Occupational Human Relations.

Findings Description:

During the 2021 academic year, INED 4379 had 1 student enrolled and passed earning a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Develop and write a job description which will describe what a skilled worker does on the job or in the occupation and the conditions under which work is done.
2. Describe the target population (incoming students) for the course to be taught in terms of the student's physical characteristics, education, motivation, interest, attitudes, biases, and prejudices.

3. Prepare instructional objectives, based upon the job description and current and future needs of local industry, including identified essential elements which identify behavior or performance to be demonstrated by the student at the end of a course and which indicate a standard or criterion of acceptable performance.
4. Develop realistic course prerequisites based upon the target population and course OBJECTIVES.
5. Analyze a trade or occupation, or a portion thereof, to determine jobs and tasks a worker must perform for entry into that trade or occupation.
6. Select jobs, based upon course objectives to be used as the means of teaching basic skills or tasks and the necessary information.
7. Identify and select in informational subjects, based upon course objectives and selected jobs which are essential to the course.
8. Arrange selected jobs, tasks, and information subjects in an instructional order to constitute a course outline and prepare a progress chart or charts for use with the outline.
9. Prepare a plan of instructional practices which will include instructional procedures based upon the type of performance required of students, the type of class organization to be utilized to facilitate student learning, and the means of measuring effectiveness of instruction.
10. Prepare or revise as much of the course of study as time will permit, including various tests and evaluations to be used.
11. Develop an on-going program of evaluation to ensure revision and change to meet the future needs of trade area.
12. Develop and write a sound course philosophy, taking into consideration the local school and state vocational philosophy.
13. List and explain the steps involved in developing a course of study.

Required Assignments and Grading:

1.Module 1		50 points
2.Module 2		50 points
3.Module 3		125 points
4.Module 4		150 points
5.Module 5		125 points
	Total	***500 Points***

Final Grade (Based on a total of 500 possible points)

A= 450 – 500 points **D= 300 – 349 points**

B= 400 – 449 points **F= 000 – 299 points**

C= 350 – 399 points

RELATED ITEM LEVEL 3

Occupational Human Relations in Career and Technical Education

Action Description:

Continue assessment and development practices in Preparation of Occupational Analysis and Curriculum Development to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 1

Develop Trade and Industrial Educational Instruction

Learning Objective Description:

Trade and Industrial Certification candidates will analyze and develop custom instructional practices within Trade and Industrial Education tailored to their aligned training program.

RELATED ITEM LEVEL 2

Laboratory Management

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of Laboratory Management by properly organizing and managing learning situations in the classroom or laboratory, to include concepts such as: planning and organizing instructional facilities for effective learning; establishing record keeping systems; establishing systems to account for tools, equipment, materials, and supplies; utilizing organization, rotation, and progress charts; principles of class management, including directing, controlling, and supervising learning activities; and development of organizational, management, and safety plans to ensure acquisition of essential skills, knowledge, and desirable attitudes by students.

Criterion Description:

100% Trade and Industrial Certification candidates will enroll and pass INED 4391 – Laboratory Management.

Findings Description:

During the 2021 academic year, INED 4391 had 2 students enrolled and both passed and both earned a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Develop a system of student management.
2. Develop a system of supervised learning experiences that will ensure effective student use of time.
3. Develop a system of record keeping.
4. Develop a plan for teaching safety.
5. Arrange layout of shop/lab to simulate an occupational environment.
6. Establish a system for repair, maintenance, and replacement of tools and equipment (purchasing, budgeting, and projection).
7. Develop a plan to organize and implement youth leadership development activities as an integral part of the instructional program.
8. Develop a public relations program.

Required Assignments and Grading:

1.Lab Paper	Management	100 points

2.Module Reflections		50 points
3.Online Assignments & Discussions		250 points
4.Midterm Exam		50points
5.Second Exam		50 points
	Total	***500 Points***

Final Grade (Based on a total of 700 possible points)

A= 450 – 500 points **D= 300 – 349 points**

B= 400 – 449 points **F= 000 – 299 points**

C= 350 – 399 points

RELATED ITEM LEVEL 3

Laboratory Management

Action Description:

Continue assessment and development practices in Laboratory Management to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 2

Methods of Teaching Industrial Subjects

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of the Methods of Teaching Industrial Subjects by learning the insights into the philosophy, objectives, course content, organization, special methods of instruction, evaluation, administration safety, record keeping, and innovations of industrial arts in the public school system.

Criterion Description:

- 100% Trade and Industrial Certification candidates will enroll and pass INED 4364 – Methods of Teaching Industrial Subjects.
- 100% Trade and Industrial Certification candidates will INED 4363 – Preparation of Instructional Materials.

Findings Description:

During the 2021 academic year, INED 4391 had 4 students enrolled and all passed and all earned a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Locate, review, evaluate, and secure instructional materials for use in teaching a specific vocational course.
2. Know the different types of instructional aids used in the classroom.
3. Select, obtain, or prepare teaching aids to enhance instructional effectiveness.
4. Select or prepare a computer-assisted instructional program.
5. Understand the required essential knowledge and skills common to all career and technology education programs and their own specific program area(s).
6. Develop slide presentations.
7. Develop instructional posters
8. Prepare information sheets for use in teaching related information lessons.
9. Research and demonstrate any instructional technology
10. Create web 2.0 presentation
11. Use free website services to create a website for their course
12. Create a review game to be used for a lesson in their course
13. Create a video
14. Select a CRISS or SIOP based learning technique to create a best teaching practice instructional aid.

Required Assignments and Grading:

1.Module 1		200 points
2.Module 2		50 points
3.Module 3		150 points
4.Module 4		50 points
5.Module 5		50 points
	Total	***500 Points***

Final Grade (Based on a total of 500 possible points)

A= 450 – 500 points **D= 300 – 349 points**

B= 400 – 449 points **F= 000 – 299 points**

C= 350 – 399 points

RELATED ITEM LEVEL 3

Methods of Teaching Industrial Subjects

Action Description:

Continue assessment and development practices in Preparation of Instructional Materials to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 2

Occupational Human Relations in Career and Technical Education

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of Occupational Human Relations in Career and Technical Education by learning to establish and maintain effective relationships with students, co-workers, other school personnel, industry, and persons in community. Principles and skills in working with people will be developed through a study of: advantages of the principles of learning, influences of heredity and environment, basic wants and needs, motivational factors, development of positive attitudes, teacher-student relationship, leadership development, and elements of effective communication. A study of techniques of identifying and arriving at probable solutions on human relations will be emphasized. This course includes a study of techniques of identifying and arriving at probable solutions for providing all students equal access to vocational program offerings.

Criterion Description:

- 100% Trade and Industrial Certification candidates will INED 4379 – Occupational Analysis and Curriculum Development.
- 100% Trade and Industrial Certification candidates will enroll and pass INED 4310 – Occupational Human Relations.

Findings Description:

During the 2021 academic year, INED 4379 had 1 student enrolled and passed earning a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Develop and write a job description which will describe what a skilled worker does on the job or in the occupation and the conditions under which work is done.
2. Describe the target population (incoming students) for the course to be taught in terms of the student's physical characteristics, education, motivation, interest, attitudes, biases, and prejudices.
3. Prepare instructional objectives, based upon the job description and current and future needs of local industry, including identified essential elements which identify behavior or performance to be demonstrated by the student at the end of a course and which indicate a standard or criterion of acceptable performance.
4. Develop realistic course prerequisites based upon the target population and course OBJECTIVES.
5. Analyze a trade or occupation, or a portion thereof, to determine jobs and tasks a worker must perform for entry into that trade or occupation.
6. Select jobs, based upon course objectives to be used as the means of teaching basic skills or tasks and the necessary information.
7. Identify and select in informational subjects, based upon course objectives and selected jobs which are essential to the course.
8. Arrange selected jobs, tasks, and information subjects in an instructional order to constitute a course outline and prepare a progress chart or charts for use with the outline.
9. Prepare a plan of instructional practices which will include instructional procedures based upon the type of performance required of students, the type of class organization to be utilized to facilitate student learning, and the means of measuring effectiveness of instruction.
10. Prepare or revise as much of the course of study as time will permit, including various tests and evaluations to be used.
11. Develop an on-going program of evaluation to ensure revision and change to meet the future needs of trade area.
12. Develop and write a sound course philosophy, taking into consideration the local school and state vocational philosophy.
13. List and explain the steps involved in developing a course of study.

Required Assignments and Grading:

1.Module 1	50 points
2.Module 2	50 points
3.Module 3	125 points
4.Module 4	150 points
5.Module 5	125 points
Total	***500 Points***

Final Grade (Based on a total of 500 possible points)

A= 450 – 500 points **D= 300 – 349 points**

B= 400 – 449 points **F= 000 – 299 points**

C= 350 – 399 points

RELATED ITEM LEVEL 3

Occupational Human Relations in Career and Technical Education

Action Description:

Continue assessment and development practices in Preparation of Occupational Analysis and Curriculum Development to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 1

Successful T&I/CTE instructor

Learning Objective Description:

- demonstrate personal characteristics of the successful T&I/CTE instructor;
- demonstrate professional qualities of the successful T&I/CTE instructor;
- demonstrate instructional strategies to enhance student achievement and growth in the T&I/CTE environment.

RELATED ITEM LEVEL 2

Laboratory Management

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of Laboratory Management by properly organizing and managing learning situations in the classroom or laboratory, to include concepts such as: planning and organizing instructional facilities for effective learning; establishing record keeping systems; establishing systems to account for tools, equipment, materials, and supplies; utilizing organization, rotation, and progress charts; principles of class management, including directing, controlling, and supervising learning activities; and development of organizational, management, and safety plans to ensure acquisition of essential skills, knowledge, and desirable attitudes by students.

Criterion Description:

100% Trade and Industrial Certification candidates will enroll and pass INED 4391 – Laboratory Management.

Findings Description:

During the 2021 academic year, INED 4391 had 2 students enrolled and both passed and both earned a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Develop a system of student management.
2. Develop a system of supervised learning experiences that will ensure effective student use of time.
3. Develop a system of record keeping.
4. Develop a plan for teaching safety.
5. Arrange layout of shop/lab to simulate an occupational environment.
6. Establish a system for repair, maintenance, and replacement of tools and equipment (purchasing, budgeting, and projection).
7. Develop a plan to organize and implement youth leadership development activities as an integral part of the instructional program.
8. Develop a public relations program.

Required Assignments and Grading:

1.Lab Management Paper		100 points
2.Module Reflections		50 points
3.Online Assignments & Discussions		250 points
4.Midterm Exam		50points
5.Second Exam		50 points
	Total	***500 Points***

Final Grade (Based on a total of 700 possible points)

A= 450 – 500 points **D= 300 – 349 points**

B= 400 – 449 points **F= 000 – 299 points**

C= 350 – 399 points

RELATED ITEM LEVEL 3

Laboratory Management

Action Description:

Continue assessment and development practices in Laboratory Management to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 2

Methods of Teaching Industrial Subjects

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of the Methods of Teaching Industrial Subjects by learning the insights into the philosophy, objectives, course content, organization, special methods of instruction, evaluation, administration safety, record keeping, and innovations of industrial arts in the public school system.

Criterion Description:

- 100% Trade and Industrial Certification candidates will enroll and pass INED 4364 – Methods of Teaching Industrial Subjects.
- 100% Trade and Industrial Certification candidates will INED 4363 – Preparation of Instructional Materials.

Findings Description:

During the 2021 academic year, INED 4391 had 4 students enrolled and all passed and all earned a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Locate, review, evaluate, and secure instructional materials for use in teaching a specific vocational course.
2. Know the different types of instructional aids used in the classroom.
3. Select, obtain, or prepare teaching aids to enhance instructional effectiveness.
4. Select or prepare a computer-assisted instructional program.
5. Understand the required essential knowledge and skills common to all career and technology education programs and their own specific program area(s).

6. Develop slide presentations.
7. Develop instructional posters
8. Prepare information sheets for use in teaching related information lessons.
9. Research and demonstrate any instructional technology
10. Create web 2.0 presentation
11. Use free website services to create a website for their course
12. Create a review game to be used for a lesson in their course
13. Create a video
14. Select a CRISS or SIOP based learning technique to create a best teaching practice instructional aid.

Required Assignments and Grading:

1.Module 1		200 points
2.Module 2		50 points
3.Module 3		150 points
4.Module 4		50 points
5.Module 5		50 points
	Total	***500 Points***

Final Grade (Based on a total of 500 possible points)

A= 450 – 500 points **D= 300 – 349 points**

B= 400 – 449 points **F= 000 – 299 points**

C= 350 – 399 points

RELATED ITEM LEVEL 3

Methods of Teaching Industrial Subjects

Action Description:

Continue assessment and development practices in Preparation of Instructional Materials to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 2

Occupational Human Relations in Career and Technical Education

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of Occupational Human Relations in Career and Technical Education by learning to establish and maintain effective relationships with students, co-workers, other school personnel, industry, and persons in community. Principles and skills in working with people will be developed through a study of: advantages of the principles of learning, influences of heredity and environment, basic wants and needs, motivational factors, development of positive attitudes, teacher-student relationship, leadership development, and elements of effective communication. A study of techniques of identifying and arriving at probable solutions on human relations will be emphasized. This course includes a study of techniques of identifying and arriving at probable solutions for providing all students equal access to vocational program offerings.

Criterion Description:

- 100% Trade and Industrial Certification candidates will INED 4379 – Occupational Analysis and Curriculum Development.
- 100% Trade and Industrial Certification candidates will enroll and pass INED 4310 – Occupational Human Relations.

Findings Description:

During the 2021 academic year, INED 4379 had 1 student enrolled and passed earning a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Develop and write a job description which will describe what a skilled worker does on the job or in the occupation and the conditions under which work is done.
2. Describe the target population (incoming students) for the course to be taught in terms of the student's physical characteristics, education, motivation, interest, attitudes, biases, and prejudices.
3. Prepare instructional objectives, based upon the job description and current and future needs of local industry, including identified essential elements which identify behavior or performance to be demonstrated by the student at the end of a course and which indicate a standard or criterion of acceptable performance.
4. Develop realistic course prerequisites based upon the target population and course OBJECTIVES.
5. Analyze a trade or occupation, or a portion thereof, to determine jobs and tasks a worker must perform for entry into that trade or occupation.
6. Select jobs, based upon course objectives to be used as the means of teaching basic skills or tasks and the necessary information.
7. Identify and select in informational subjects, based upon course objectives and selected jobs which are essential to the course.
8. Arrange selected jobs, tasks, and information subjects in an instructional order to constitute a course outline and prepare a progress chart or charts for use with the outline.
9. Prepare a plan of instructional practices which will include instructional procedures based upon the type of performance required of students, the type of class organization to be utilized to facilitate student learning, and the means of measuring effectiveness of instruction.
10. Prepare or revise as much of the course of study as time will permit, including various tests and evaluations to be used.
11. Develop an on-going program of evaluation to ensure revision and change to meet the future needs of trade area.
12. Develop and write a sound course philosophy, taking into consideration the local school and state vocational philosophy.
13. List and explain the steps involved in developing a course of study.

Required Assignments and Grading:

1.	Module 1	50 points
2.	Module 2	50 points
3.	Module 3	125 points
4.	Module 4	150 points
5.	Module 5	125 points
	Total	***500 Points***

Final Grade (Based on a total of 500 possible points)

A= 450 – 500 points **D= 300 – 349 points**

B= 400 – 449 points **F= 000 – 299 points**

C= 350 – 399 points

RELATED ITEM LEVEL 3

Occupational Human Relations in Career and Technical Education

Action Description:

Continue assessment and development practices in Preparation of Occupational Analysis and Curriculum Development to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 1

Performance Objective

Performance Objective Description:

80% will take and pass the Texas Examinations of Educator Standards™ (TExES™) Program Pedagogy and Professional Responsibilities for Trade and Industrial Education 6–12 (PPR 270).

RELATED ITEM LEVEL 2

KPI

KPI Description:

The indicator is the employment rate these program completers have and that they remain in the field of teaching for more than three (3) years. The data collection will be based from voluntary survey request sent to students annually to their school district email where they are employed.

Results Description:

During the 2021 academic year, no students completed all of the courses in order to qualify to take the TExES exam. No data is collected.

RELATED ITEM LEVEL 3

KPI

Action Description:

Continue to track the TExES exam results to foster the development of Industrial Technology Education knowledge and skills

Develop Professional Competencies in Trade and Industrial Education

Goal Description:

Candidates will demonstrate a mastery of curricular and instructional practices within Trade and Industrial Education.

Providing Department: Trades and Industry Certification Minor

RELATED ITEMS/ELEMENTS

RELATED ITEM LEVEL 1

Develop Trade and Industrial Educational Curriculum

Learning Objective Description:

Trade and Industrial Certification candidates will analyze and develop custom curriculum within Trade and Industrial Education tailored to their aligned training program.

RELATED ITEM LEVEL 2

Laboratory Management

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of Laboratory Management by properly organizing and managing learning situations in the classroom or laboratory, to include concepts such as: planning and organizing instructional facilities for effective learning; establishing record keeping systems; establishing systems to account for tools, equipment, materials, and supplies; utilizing organization, rotation, and progress charts; principles of class management, including directing, controlling, and supervising learning activities; and development of organizational, management, and safety plans to ensure acquisition of essential skills, knowledge, and desirable attitudes by students.

Criterion Description:

100% Trade and Industrial Certification candidates will enroll and pass INED 4391 – Laboratory Management.

Findings Description:

During the 2021 academic year, INED 4391 had 2 students enrolled and both passed and both earned a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Develop a system of student management.
2. Develop a system of supervised learning experiences that will ensure effective student use of time.
3. Develop a system of record keeping.
4. Develop a plan for teaching safety.
5. Arrange layout of shop/lab to simulate an occupational environment.

6. Establish a system for repair, maintenance, and replacement of tools and equipment (purchasing, budgeting, and projection).
7. Develop a plan to organize and implement youth leadership development activities as an integral part of the instructional program.
8. Develop a public relations program.

Required Assignments and Grading:

1.Lab Management Paper		100 points
2.Module Reflections		50 points
3.Online Assignments & Discussions		250 points
4.Midterm Exam		50points
5.Second Exam		50 points
	Total	***500 Points***

Final Grade (Based on a total of 700 possible points)

A= 450 – 500 points **D= 300 – 349 points**

B= 400 – 449 points **F= 000 – 299 points**

C= 350 – 399 points

RELATED ITEM LEVEL 3

Laboratory Management

Action Description:

Continue assessment and development practices in Laboratory Management to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 2

Methods of Teaching Industrial Subjects

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of the Methods of Teaching Industrial Subjects by learning the insights into the philosophy, objectives, course content, organization, special methods of instruction, evaluation, administration safety, record keeping, and innovations of industrial arts in the public school system.

Criterion Description:

- 100% Trade and Industrial Certification candidates will enroll and pass INED 4364 – Methods of Teaching Industrial Subjects.
- 100% Trade and Industrial Certification candidates will INED 4363 – Preparation of Instructional Materials.

Findings Description:

During the 2021 academic year, INED 4391 had 4 students enrolled and all passed and all earned a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Locate, review, evaluate, and secure instructional materials for use in teaching a specific vocational course.
2. Know the different types of instructional aids used in the classroom.
3. Select, obtain, or prepare teaching aids to enhance instructional effectiveness.
4. Select or prepare a computer-assisted instructional program.
5. Understand the required essential knowledge and skills common to all career and technology education programs and their own specific program area(s).
6. Develop slide presentations.
7. Develop instructional posters
8. Prepare information sheets for use in teaching related information lessons.
9. Research and demonstrate any instructional technology
10. Create web 2.0 presentation
11. Use free website services to create a website for their course
12. Create a review game to be used for a lesson in their course
13. Create a video
14. Select a CRISS or SIOP based learning technique to create a best teaching practice instructional aid.

Required Assignments and Grading:

1.Module 1		200 points
2.Module 2		50 points
3.Module 3		150 points
4.Module 4		50 points
5.Module 5		50 points
	Total	***500 Points***

Final Grade (Based on a total of 500 possible points)

A= 450 – 500 points **D= 300 – 349 points**

B= 400 – 449 points **F= 000 – 299 points**

C= 350 – 399 points

RELATED ITEM LEVEL 3

Methods of Teaching Industrial Subjects

Action Description:

Continue assessment and development practices in Preparation of Instructional Materials to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 2

Occupational Human Relations in Career and Technical Education

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of Occupational Human Relations in Career and Technical Education by learning to establish and maintain effective relationships with students, co-workers, other school personnel, industry, and persons in community. Principles and skills in working with people will be developed through a study of: advantages of the principles of learning, influences of heredity and environment, basic wants and needs, motivational factors, development of positive attitudes, teacher-student relationship, leadership development, and elements of effective communication. A study of techniques of identifying and arriving at probable solutions on human relations will be emphasized. This course includes a study of techniques of identifying and arriving at probable solutions for providing all students equal access to vocational program offerings.

Criterion Description:

- 100% Trade and Industrial Certification candidates will INED 4379 – Occupational Analysis and Curriculum Development.
- 100% Trade and Industrial Certification candidates will enroll and pass INED 4310 – Occupational Human Relations.

Findings Description:

During the 2021 academic year, INED 4379 had 1 student enrolled and passed earning a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Develop and write a job description which will describe what a skilled worker does on the job or in the occupation and the conditions under which work is done.
2. Describe the target population (incoming students) for the course to be taught in terms of the student's physical characteristics, education, motivation, interest, attitudes, biases, and prejudices.
3. Prepare instructional objectives, based upon the job description and current and future needs of local industry, including identified essential elements which identify behavior or performance to be demonstrated by the student at the end of a course and which indicate a standard or criterion of acceptable performance.
4. Develop realistic course prerequisites based upon the target population and course OBJECTIVES.
5. Analyze a trade or occupation, or a portion thereof, to determine jobs and tasks a worker must perform for entry into that trade or occupation.
6. Select jobs, based upon course objectives to be used as the means of teaching basic skills or tasks and the necessary information.
7. Identify and select in informational subjects, based upon course objectives and selected jobs which are essential to the course.
8. Arrange selected jobs, tasks, and information subjects in an instructional order to constitute a course outline and prepare a progress chart or charts for use with the outline.
9. Prepare a plan of instructional practices which will include instructional procedures based upon the type of performance required of students, the type of class organization to be utilized to facilitate student learning, and the means of measuring effectiveness of instruction.
10. Prepare or revise as much of the course of study as time will permit, including various tests and evaluations to be used.
11. Develop an on-going program of evaluation to ensure revision and change to meet the future needs of trade area.
12. Develop and write a sound course philosophy, taking into consideration the local school and state vocational philosophy.
13. List and explain the steps involved in developing a course of study.

Required Assignments and Grading:

1.Module 1		50 points
2.Module 2		50 points
3.Module 3		125 points
4.Module 4		150 points
5.Module 5		125 points
	Total	***500 Points***

Final Grade (Based on a total of 500 possible points)

A= 450 – 500 points

B= 400 – 449 points

C= 350 – 399 points

D= 300 – 349 points

F= 000 – 299 points

RELATED ITEM LEVEL 3

Occupational Human Relations in Career and Technical Education

Action Description:

Continue assessment and development practices in Preparation of Occupational Analysis and Curriculum Development to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 1

Develop Trade and Industrial Educational Instruction

Learning Objective Description:

Trade and Industrial Certification candidates will analyze and develop custom instructional practices within Trade and Industrial Education tailored to their aligned training program.

RELATED ITEM LEVEL 2

Laboratory Management

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of Laboratory Management by properly organizing and managing learning situations in the classroom or laboratory, to include concepts such as: planning and organizing instructional facilities for effective learning; establishing record keeping systems; establishing systems to account for tools, equipment, materials, and supplies; utilizing organization, rotation, and progress charts; principles of class management, including directing, controlling, and supervising learning activities; and development of organizational, management, and safety plans to ensure acquisition of essential skills, knowledge, and desirable attitudes by students.

Criterion Description:

100% Trade and Industrial Certification candidates will enroll and pass INED 4391 – Laboratory Management.

Findings Description:

During the 2021 academic year, INED 4391 had 2 students enrolled and both passed and both earned a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Develop a system of student management.
2. Develop a system of supervised learning experiences that will ensure effective student use of time.
3. Develop a system of record keeping.
4. Develop a plan for teaching safety.
5. Arrange layout of shop/lab to simulate an occupational environment.
6. Establish a system for repair, maintenance, and replacement of tools and equipment (purchasing, budgeting, and projection).
7. Develop a plan to organize and implement youth leadership development activities as an integral part of the instructional program.
8. Develop a public relations program.

Required Assignments and Grading:

1.Lab Management Paper		100 points
2.Module Reflections		50 points
3.Online Assignments & Discussions		250 points
4.Midterm Exam		50points
5.Second Exam		50 points
	Total	***500 Points***

Final Grade (Based on a total of 700 possible points)

A= 450 – 500 points **D= 300 – 349 points**

B= 400 – 449 points **F= 000 – 299 points**

C= 350 – 399 points

RELATED ITEM LEVEL 3

Laboratory Management

Action Description:

Continue assessment and development practices in Laboratory Management to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 2

Methods of Teaching Industrial Subjects

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of the Methods of Teaching Industrial Subjects by learning the insights into the philosophy, objectives, course content, organization, special methods of instruction, evaluation, administration safety, record keeping, and innovations of industrial arts in the public school system.

Criterion Description:

- 100% Trade and Industrial Certification candidates will enroll and pass INED 4364 – Methods of Teaching Industrial Subjects.
- 100% Trade and Industrial Certification candidates will INED 4363 – Preparation of Instructional Materials.

Findings Description:

During the 2021 academic year, INED 4391 had 4 students enrolled and all passed and all earned a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Locate, review, evaluate, and secure instructional materials for use in teaching a specific vocational course.
2. Know the different types of instructional aids used in the classroom.
3. Select, obtain, or prepare teaching aids to enhance instructional effectiveness.
4. Select or prepare a computer-assisted instructional program.

5. Understand the required essential knowledge and skills common to all career and technology education programs and their own specific program area(s).
6. Develop slide presentations.
7. Develop instructional posters
8. Prepare information sheets for use in teaching related information lessons.
9. Research and demonstrate any instructional technology
10. Create web 2.0 presentation
11. Use free website services to create a website for their course
12. Create a review game to be used for a lesson in their course
13. Create a video
14. Select a CRISS or SIOP based learning technique to create a best teaching practice instructional aid.

Required Assignments and Grading:

1. Module 1		200 points
2. Module 2		50 points
3. Module 3		150 points
4. Module 4		50 points
5. Module 5		50 points
	Total	***500 Points***

Final Grade (Based on a total of 500 possible points)

A= 450 – 500 points **D= 300 – 349 points**

B= 400 – 449 points **F= 000 – 299 points**

C= 350 – 399 points

RELATED ITEM LEVEL 3

Methods of Teaching Industrial Subjects

Action Description:

Continue assessment and development practices in Preparation of Instructional Materials to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 2

Occupational Human Relations in Career and Technical Education

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of Occupational Human Relations in Career and Technical Education by learning to establish and maintain effective relationships with students, co-workers, other school personnel, industry, and persons in community. Principles and skills in working with people will be developed through a study of: advantages of the principles of learning, influences of heredity and environment, basic wants and needs, motivational factors, development of positive attitudes, teacher-student relationship, leadership development, and elements of effective communication. A study of techniques of identifying and arriving at probable solutions on human relations will be emphasized. This course includes a study of techniques of identifying and arriving at probable solutions for providing all students equal access to vocational program offerings.

Criterion Description:

- 100% Trade and Industrial Certification candidates will INED 4379 – Occupational Analysis and Curriculum Development.
- 100% Trade and Industrial Certification candidates will enroll and pass INED 4310 – Occupational Human Relations.

Findings Description:

During the 2021 academic year, INED 4379 had 1 student enrolled and passed earning a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Develop and write a job description which will describe what a skilled worker does on the job or in the occupation and the conditions under which work is done.
2. Describe the target population (incoming students) for the course to be taught in terms of the student's physical characteristics, education, motivation, interest, attitudes, biases, and prejudices.
3. Prepare instructional objectives, based upon the job description and current and future needs of local industry, including identified essential elements which identify behavior or performance to be demonstrated by the student at the end of a course and which indicate a standard or criterion of acceptable performance.
4. Develop realistic course prerequisites based upon the target population and course OBJECTIVES.
5. Analyze a trade or occupation, or a portion thereof, to determine jobs and tasks a worker must perform for entry into that trade or occupation.
6. Select jobs, based upon course objectives to be used as the means of teaching basic skills or tasks and the necessary information.
7. Identify and select in informational subjects, based upon course objectives and selected jobs which are essential to the course.
8. Arrange selected jobs, tasks, and information subjects in an instructional order to constitute a course outline and prepare a progress chart or charts for use with the outline.
9. Prepare a plan of instructional practices which will include instructional procedures based upon the type of performance required of students, the type of class organization to be utilized to facilitate student learning, and the means of measuring effectiveness of instruction.
10. Prepare or revise as much of the course of study as time will permit, including various tests and evaluations to be used.
11. Develop an on-going program of evaluation to ensure revision and change to meet the future needs of trade area.

12. Develop and write a sound course philosophy, taking into consideration the local school and state vocational philosophy.
13. List and explain the steps involved in developing a course of study.

Required Assignments and Grading:

1.Module 1		50 points
2.Module 2		50 points
3.Module 3		125 points
4.Module 4		150 points
5.Module 5		125 points
	Total	***500 Points***

Final Grade (Based on a total of 500 possible points)

A= 450 – 500 points **D= 300 – 349 points**

B= 400 – 449 points **F= 000 – 299 points**

C= 350 – 399 points

RELATED ITEM LEVEL 3

Occupational Human Relations in Career and Technical Education

Action Description:

Continue assessment and development practices in Preparation of Occupational Analysis and Curriculum Development to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 1

Successful T&I/CTE instructor

Learning Objective Description:

- demonstrate personal characteristics of the successful T&I/CTE instructor;
- demonstrate professional qualities of the successful T&I/CTE instructor;
- demonstrate instructional strategies to enhance student achievement and growth in the T&I/CTE environment.

RELATED ITEM LEVEL 2

Laboratory Management

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of Laboratory Management by properly organizing and managing learning situations in the classroom or laboratory, to include concepts such as: planning and organizing instructional facilities for effective learning; establishing record keeping systems; establishing systems to account for tools, equipment, materials, and supplies; utilizing organization, rotation, and progress charts; principles of class management, including directing, controlling, and supervising learning activities; and development of organizational, management, and safety plans to ensure acquisition of essential skills, knowledge, and desirable attitudes by students.

Criterion Description:

100% Trade and Industrial Certification candidates will enroll and pass INED 4391 – Laboratory Management.

Findings Description:

During the 2021 academic year, INED 4391 had 2 students enrolled and both passed and both earned a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Develop a system of student management.
2. Develop a system of supervised learning experiences that will ensure effective student use of time.
3. Develop a system of record keeping.
4. Develop a plan for teaching safety.
5. Arrange layout of shop/lab to simulate an occupational environment.
6. Establish a system for repair, maintenance, and replacement of tools and equipment (purchasing, budgeting, and projection).
7. Develop a plan to organize and implement youth leadership development activities as an integral part of the instructional program.
8. Develop a public relations program.

Required Assignments and Grading:

1.Lab Management Paper		100 points
2.Module Reflections		50 points
3.Online Assignments & Discussions		250 points
4.Midterm Exam		50points
5.Second Exam		50 points
	Total	***500 Points***

Final Grade (Based on a total of 700 possible points)

A= 450 – 500 points **D= 300 – 349 points**

B= 400 – 449 points **F= 000 – 299 points**

C= 350 – 399 points

RELATED ITEM LEVEL 3

Laboratory Management

Action Description:

Continue assessment and development practices in Laboratory Management to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 2

Methods of Teaching Industrial Subjects

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of the Methods of Teaching Industrial Subjects by learning the insights into the philosophy, objectives, course content, organization, special methods of instruction, evaluation, administration safety, record keeping, and innovations of industrial arts in the public school system.

Criterion Description:

- 100% Trade and Industrial Certification candidates will enroll and pass INED 4364 – Methods of Teaching Industrial Subjects.
- 100% Trade and Industrial Certification candidates will INED 4363 – Preparation of Instructional Materials.

Findings Description:

During the 2021 academic year, INED 4391 had 4 students enrolled and all passed and all earned a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Locate, review, evaluate, and secure instructional materials for use in teaching a specific vocational course.
2. Know the different types of instructional aids used in the classroom.
3. Select, obtain, or prepare teaching aids to enhance instructional effectiveness.
4. Select or prepare a computer-assisted instructional program.
5. Understand the required essential knowledge and skills common to all career and technology education programs and their own specific program area(s).
6. Develop slide presentations.
7. Develop instructional posters
8. Prepare information sheets for use in teaching related information lessons.
9. Research and demonstrate any instructional technology
10. Create web 2.0 presentation
11. Use free website services to create a website for their course
12. Create a review game to be used for a lesson in their course
13. Create a video
14. Select a CRISS or SIOP based learning technique to create a best teaching practice instructional aid.

Required Assignments and Grading:

1.Module 1		200 points
2.Module 2		50 points
3.Module 3		150 points
4.Module 4		50 points
5.Module 5		50 points
	Total	***500 Points***

Final Grade (Based on a total of 500 possible points)

A= 450 – 500 points

B= 400 – 449 points

C= 350 – 399 points

D= 300 – 349 points

F= 000 – 299 points

RELATED ITEM LEVEL 3

Methods of Teaching Industrial Subjects

Action Description:

Continue assessment and development practices in Preparation of Instructional Materials to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 2

Occupational Human Relations in Career and Technical Education

Indicator Description:

Trade and Industrial Certification candidates will develop knowledge of Occupational Human Relations in Career and Technical Education by learning to establish and maintain effective relationships with students, co-workers, other school personnel, industry, and persons in community. Principles and skills in working with people will be developed through a study of: advantages of the principles of learning, influences of heredity and environment, basic wants and needs, motivational factors, development of positive attitudes, teacher-student relationship, leadership development, and elements of effective communication. A study of techniques of identifying and arriving at probable solutions on human relations will be emphasized. This course includes a study of techniques of identifying and arriving at probable solutions for providing all students equal access to vocational program offerings.

Criterion Description:

- 100% Trade and Industrial Certification candidates will INED 4379 – Occupational Analysis and Curriculum Development.
- 100% Trade and Industrial Certification candidates will enroll and pass INED 4310 – Occupational Human Relations.

Findings Description:

During the 2021 academic year, INED 4379 had 1 student enrolled and passed earning a grade of A.

Course Objectives:

Students involved in this course will be expected to achieve the following objectives:

1. Develop and write a job description which will describe what a skilled worker does on the job or in the occupation and the conditions under which work is done.
2. Describe the target population (incoming students) for the course to be taught in terms of the student's physical characteristics, education, motivation, interest, attitudes, biases, and prejudices.
3. Prepare instructional objectives, based upon the job description and current and future needs of local industry, including identified essential elements which identify behavior or performance to be demonstrated by the student at the end of a course and which indicate a standard or criterion of acceptable performance.
4. Develop realistic course prerequisites based upon the target population and course OBJECTIVES.
5. Analyze a trade or occupation, or a portion thereof, to determine jobs and tasks a worker must perform for entry into that trade or occupation.
6. Select jobs, based upon course objectives to be used as the means of teaching basic skills or tasks and the necessary information.
7. Identify and select in informational subjects, based upon course objectives and selected jobs which are essential to the course.
8. Arrange selected jobs, tasks, and information subjects in an instructional order to constitute a course outline and prepare a progress chart or charts for use with the outline.
9. Prepare a plan of instructional practices which will include instructional procedures based upon the type of performance required of students, the type of class organization to be utilized to facilitate student learning, and the means of measuring effectiveness of instruction.
10. Prepare or revise as much of the course of study as time will permit, including various tests and evaluations to be used.
11. Develop an on-going program of evaluation to ensure revision and change to meet the future needs of trade area.
12. Develop and write a sound course philosophy, taking into consideration the local school and state vocational philosophy.
13. List and explain the steps involved in developing a course of study.

Required Assignments and Grading:

1.Module 1		50 points
2.Module 2		50 points
3.Module 3		125 points
4.Module 4		150 points
5.Module 5		125 points
	Total	***500 Points***

Final Grade (Based on a total of 500 possible points)

A= 450 – 500 points

B= 400 – 449 points

C= 350 – 399 points

D= 300 – 349 points

F= 000 – 299 points

RELATED ITEM LEVEL 3

Occupational Human Relations in Career and Technical Education

Action Description:

Continue assessment and development practices in Preparation of Occupational Analysis and Curriculum Development to foster the development of Industrial Technology Education knowledge and skills

RELATED ITEM LEVEL 1

Performance Objective

Performance Objective Description:

80% will take and pass the Texas Examinations of Educator Standards™ (TExES™) Program Pedagogy and Professional Responsibilities for Trade and Industrial Education 6–12 (PPR 270).

RELATED ITEM LEVEL 2

KPI

KPI Description:

The indicator is the employment rate these program completers have and that they remain in the field of teaching for more than three (3) years. The data collection will be based from voluntary survey request sent to students annually to their school district email where they are employed.

Results Description:

During the 2021 academic year, no students completed all of the courses in order to qualify to take the TExES exam. No data is collected.

RELATED ITEM LEVEL 3

KPI

Action Description:

Continue to track the TExES exam results to foster the development of Industrial Technology Education knowledge and skills

Update to Previous Cycle's Plan for Continuous Improvement Item

Previous Cycle's Plan For Continuous Improvement (Do Not Modify):

Closing Summary

Based on advisory board we are marketing the program as more than for trades and industrial certification, aka vocational. We are explaining the advantage of getting a bachelors and certification. Additionally, to have 80% or higher state certification PPR 270 exam pass rate.

Update of Progress to the Previous Cycle's PCI:

The recommendation is to continue to market the program for trades and industrial certification explaining the benefits of earning a bachelors over just a teaching certification.

New Plan for Continuous Improvement Item

Closing Summary:

The recommendation is to continue to market the program for trades and industrial certification explaining the benefits of earning a bachelors over just a teaching certification.