



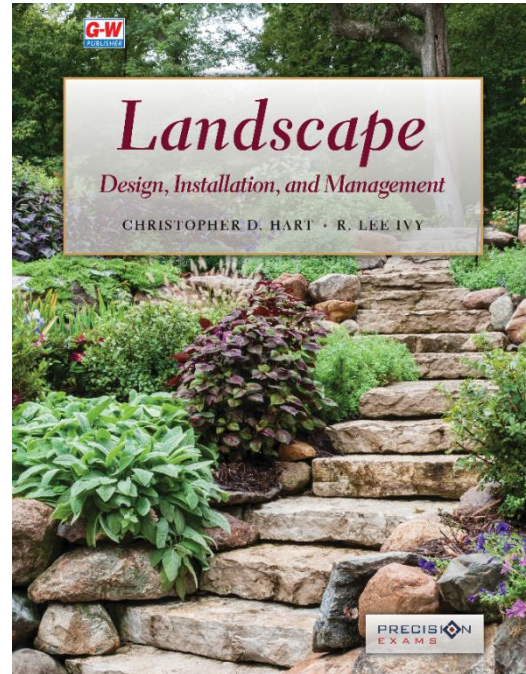
**Correlation of
Landscape Design, Installation, and Management, Hart and Ivy
(Goodheart-Willcox Publisher ©2020)**

to

Common Career Technical Core Career Ready Practices Content Standards

The following chart correlates the *Landscape Design, Installation, and Management* textbook to the Common Career Technical Core (CCTC) Career Ready Practices (CRP). The chart lists the fundamental skills and practices that all students should acquire to be career ready and the page numbers where applicable information can be found in the *Landscape Design, Installation, and Management* textbook.

The content standards for the Common Career Technical Core Career Ready Practices outline the knowledge and skills students should attain through a program of study. Students completing a related CTE program of study will demonstrate an acceptable level of proficiency with the related CCTC Standards.



Standards and Indicators	G-W Content
CRP.01. Act as a responsible and contributing citizen and employee.	
CRP.01.01. Model personal responsibility in the workplace and community.	Textbook: pg. 37–48, 53 (Suggested Activities #1–5), 518–519
CRP.01.01.01.a. Define personal responsibility and distinguish how it applies in workplace and community (e.g., make educated choices, listen and follow directions, ask for help when needed, meet expected standards, etc.).	Textbook: pg. 39–48, 53 (Thinking Critically #2, 4)
CRP.01.01.01.b. Analyze and predict how personal responsibility impacts the workplace and community.	Textbook: pg. 39–48, 43 (Case Study), 53 (Thinking Critically #2, 4), 518–519
CRP.01.01.01.c. Evaluate past workplace and community situations and determine how personal responsibility positively or negatively impacted outcomes.	Textbook: pg. 36 (Figure 2-8), 39–48, 53 (Thinking Critically #2, 4)

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Standards and Indicators	G-W Content
CRP.01.01.02.a. Distinguish personal levels of responsibility, which can be applied in the workplace and community.	Textbook: pg. 39–48, 53 (Thinking Critically #2, 4), 518–519
CRP.01.01.02.b. Assess personal level of responsibility and examine opportunities for improvement.	Textbook: pg. 39–48, 41 (Maintain a Positive Light), 53 (Thinking Critically #2, 4; Suggested Activities #5)
CRP.01.01.02.c. Model personal responsibility in workplace and community situations.	Textbook: pg. 39–48, 41 (Maintain a Positive Light), 43 (Case Study), pg. 53 (Thinking Critically #2, 4)
CRP.01.02. Evaluate and consider the near-term and long-term impacts of personal and professional decisions on employers and community before taking action.	Textbook: pg. 39–48, 53 (Thinking Critically #1–4)
CRP.01.02.01.a. Classify the near- and long-term impacts of personal decisions on self and others (e.g., decisions involving health, relationships, money, perceptions, education, etc.).	Textbook: pg. 53 (Suggested Activities #4), 518–519, 533 (Suggested Activities #1, 5)
CRP.01.02.01.b. Assess the pros and cons of personal decisions based on their anticipated impact on self and others.	Textbook: pg. 39–48, 53 (Thinking Critically #2, 4), 483 (Suggested Activities #2, 5–7)
CRP.01.02.01.c. Make and defend personal decisions after analyzing their near- and long-term impacts on self and others.	Textbook: pg. 39–48, 53 (Thinking Critically #2, 4), 483 (Suggested Activities #2, 5–7)
CRP.01.02.02.a. Classify professional decisions by their near- and long-term impact on employers and community (e.g., decisions involving: financials, business goals, processes, customer satisfaction, corporate image, etc.).	Textbook: pg. 39–48, 53 (Thinking Critically #2, 4), 462–479, 483 (Suggested Activities #2, 5–7), 518–519, 533 (Suggested Activities #1, 5)
CRP.01.02.02.b. Analyze the pros and cons of professional decisions based upon impact on employers and community.	Textbook: pg. 483 (Suggested Activities #6)
CRP.01.02.02.c. Make and defend professional decisions after evaluating their near- and long-term impacts on employers and community.	Textbook: pg. 53 (Suggested Activities #1–5), 483 (Thinking Critically #3; Suggested Activities #2, 4–7)
CRP.01.03. Identify and act upon opportunities for professional and civic service at work and in the community.	Textbook: pg. 20–23, 45 (Student Organizations), 464 (Student Organizations)
CRP.01.03.01.a. Define and categorize opportunities for professional service at work and in the community (e.g., serve on committees, attend meetings, etc.).	Textbook: pg. 20–23, 45 (Student Organizations), 464 (Student Organizations), 518–519, 533 (Suggested Activities #1, 5)
CRP.01.03.01.b. Assess available professional service opportunities at workplaces and in community (e.g., trainings, organizing events, etc.).	Textbook: pg. 20–23, 45 (Student Organizations), 464 (Student Organizations)

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Standards and Indicators	G-W Content
CRP.01.03.01.c. Devise, implement, and evaluate strategies for involvement in professional service opportunities at work and in the community (e.g., coaching/mentorship, presentations at meetings, etc.).	Textbook: pg. 45 (Student Organizations), 464 (Student Organizations)
CRP.01.03.02.a. Identify civic service opportunities in workplaces and the community (e.g., organizations, fundraising, etc.).	Textbook: pg. 45 (Student Organizations), 464 (Student Organizations)
CRP.01.03.02.b. Assess available civic service opportunities at workplaces and in the community (e.g., community events, attend meetings, etc.).	Textbook: pg. 45 (Student Organizations), 464 (Student Organizations)
CRP.01.03.02.c. Devise, implement, and evaluate strategies for personal involvement in civic service at work and in the community (e.g., volunteer at food pantry, community clean-up, join organizations or committees, etc.).	Textbook: pg. 45 (Student Organizations), 53 (Suggested Activities #3–4), 464 (Student Organizations)
CRP.02. Apply appropriate academic and technical skills.	
CRP.02.01. Use strategic thinking to connect and apply academic learning, knowledge and skills to solve problems in the workplace and community.	Textbook: pg. 483 (Thinking Critically #1–3, Suggested Activities #1–7)
CRP.02.01.01.a. Distinguish opportunities to apply academic learning to solve problems in the workplace (e.g., identify how to: increase productivity, reduce costs, lower inputs, etc.).	Textbook: pg. 483 (Thinking Critically #1–3, Suggested Activities #1–7)
CRP.02.01.01.b. Assess workplace problems and identify the most appropriate academic knowledge and skills to apply.	Textbook: pg. 43 (Case Study), 483 (Thinking Critically #1–3; Suggested Activities #1–7)
CRP.02.01.01.c. Apply academic knowledge and skills to solve problems in the workplace and reflect upon the results achieved.	Textbook: pg. 43 (Case Study), 483 (Thinking Critically #1–3; Suggested Activities #1–7)
CRP.02.01.02.a. Distinguish opportunities to apply academic learning to solve problems in the community (e.g., identify how to: stop businesses from closing, increase access to emergency services, eliminate hunger, reduce unemployment, etc.).	Textbook: pg. 268 (Thinking Critically #3), 483 (Thinking Critically #1–3; Suggested Activities #1–7)
CRP.02.01.02.b. Assess community problems and identify the most appropriate academic knowledge and skills to apply	Textbook: pg. 268 (Thinking Critically #3), 533 (Thinking Critically #1–3; Suggested Activities #2–5)
CRP.02.01.02.c. Apply academic knowledge and skills to solve problems in the community and reflect upon results achieved.	Textbook: pg. 268 (Thinking Critically #3), 533 (Thinking Critically #1–3; Suggested Activities #2–5)
CRP.02.02. Use strategic thinking to connect and apply technical concepts to solve problems in the workplace and community.	Textbook: pg. 483 (Thinking Critically #1–3; Suggested Activities #1–7)

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Standards and Indicators	G-W Content
CRP.02.02.01.a. Identify opportunities to apply technical concepts to solve problems in the workplace (e.g., identify how to: increase sales, better customer service, reduce inputs, reduce waste, ensure sustainability, etc.).	Textbook: pg. 483 (Thinking Critically #1–3; Suggested Activities #1–7), 533 (Thinking Critically #1; Suggested Activities #1, 2, 4, 5)
CRP.02.02.01.b. Assess workplace problems and distinguish the most appropriate technical concepts to apply.	Textbook: pg. 533 (Thinking Critically #1–3; Suggested Activities #4, 5)
CRP.02.02.01.c. Apply technical concepts to solve problems in the workplace and reflect upon the results achieved.	Textbook: pg. 533 (Thinking Critically #1–3; Suggested Activities #4, 5)
CRP.02.02.02.a. Identify opportunities to apply technical concepts to solve problems in the community (e.g., identify how to: ensure safe routes to schools, reduce vandalism, reduce air pollution, etc.).	
CRP.02.02.02.b. Assess community problems and identify the most appropriate technical concepts to apply.	Textbook: pg. 483 (Thinking Critically #2; Suggested Activities #1–7)
CRP.02.02.02.c. Apply technical concepts to solve problems in the community and reflect upon results achieved.	Textbook: pg. 483 (Thinking Critically #2; Suggested Activities #1–7)
CRP.03. Attend to personal health and financial well-being.	
CRP.03.01. Design and implement a personal wellness plan.	Textbook: pg. 83 (Suggested Activities #3)
CRP.03.01.01.a. Examine and summarize components in a personal wellness plan (e.g., healthy diet, exercise, mental health activities, etc.).	Textbook: pg. 83 (Suggested Activities #3)
CRP.03.01.01.b. Assess the risks and benefits of implementing a personal wellness plan.	Textbook: pg. 83 (Suggested Activities #3)
CRP.03.01.01.c. Create, implement and continually evaluate a personal wellness plan.	Textbook: pg. 83 (Suggested Activities #3, 7)
CRP.03.01.02.a. Research the impact of personal wellness plans in workplaces and/or communities.	Textbook: pg. 58–59, 83 (Suggested Activities #3, 7)
CRP.03.01.02.b. Analyze the relationship between personal wellness and workplace performance.	Textbook: pg. 58–59, 83 (Suggested Activities #3)
CRP.03.01.02.c. Evaluate personal wellness plans in workplace and community organizations and the effectiveness of the plans.	Textbook: pg. 58–59, 83 (Suggested Activities #3)
CRP.03.02. Design and implement a personal financial management plan.	Textbook: pg. 472, 483 (Thinking Critically #1–3; Suggested Activities #2, 5, 7)

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Standards and Indicators	G-W Content
CRP.03.02.01.a. Research and examine components in a personal financial management plan (e.g., income, expense, budgeting, savings, credit, etc.).	Textbook: pg. 464 (Student Organizations), 471–477, 483 (Suggested Activities #1–7)
CRP.03.02.01.b. Analyze management tools available for managing personal finances (e.g., software, calendars, banks, financial institutions, etc.).	Textbook: pg. 471–477, 483 (Suggested Activities #5–7)
CRP.03.02.01.c. Appraise and select management tools to include in a personal financial management plan.	Textbook: pg. 471–477, 483 (Suggested Activities #5–7)
CRP.03.02.02.a. Examine and categorize personal financial practices (e.g., earning, spending, use of management tools, credit, etc.).	Textbook: pg. 471–477, 483 (Suggested Activities #5–7)
CRP.03.02.02.b. Analyze the effectiveness of a personal financial management plan and explain how this practice may contribute to future financial independence.	Textbook: pg. 471–477, 483 (Suggested Activities #5–7)
CRP.03.02.02.c. Design, implement and evaluate a personal financial management plan.	Textbook: pg. 471–477, 483 (Suggested Activities #5–7)
CRP.04. Communicate clearly, effectively and with reason.	
CRP.04.01. Speak using strategies that ensure clarity, logic, purpose and professionalism in formal and informal settings.	Textbook: pg. 40–48, 53 (Suggested Activities #2), 515–519, 533 (Thinking Critically #1, 3; Suggested Activities #4, 5)
CRP.04.01.01.a. Identify and categorize strategies for ensuring clarity, logic, purpose and professionalism in verbal and non-verbal communication (e.g., vocal tone, organization of thoughts, eye contact, preparation, etc.).	Textbook: pg. 40–48, 53 (Suggested Activities #2), 515–519, 533 (Thinking Critically #1, 3; Suggested Activities #4, 5)
CRP.04.01.01.b. Analyze use of verbal and non-verbal communication strategies in workplace situations.	Textbook: pg. 40–48, 53 (Suggested Activities #2), 515–519, 533 (Thinking Critically #1, 3; Suggested Activities #4, 5)
CRP.04.01.01.c. Evaluate other’s verbal and non-verbal communications (e.g., speeches, presentations, oral reports, etc.) and propose recommendations for improvement in clarity, logic, purpose and professionalism.	Textbook: pg. 40–48, 53 (Suggested Activities #2, 5), 515–519, 533 (Thinking Critically #1, 3; Suggested Activities #4, 5)
CRP.04.01.02.a. Examine and assess personal ability to speak with clarity, logic, purpose and professionalism in formal and informal settings (e.g., speeches, interviews, presentations, oral reports, etc.).	Textbook: pg. 40–48, 53 (Suggested Activities #2), pg. 515–519, 533 (Thinking Critically #1, 3; Suggested Activities #4, 5)

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Standards and Indicators	G-W Content
CRP.04.01.02.b. Apply strategies for speaking with clarity, logic, purpose and professionalism in a variety of situations in formal and informal settings.	Textbook: pg. 40–48, 53 (Suggested Activities #2), 515–519, 533 (Thinking Critically #1, 3; Suggested Activities #4, 5)
CRP.04.01.02.c. Evaluate personal strengths and areas for growth with regard to speaking formally and informally with clarity, logic, purpose and professionalism, and identify ways to improve.	Textbook: pg. 40–48, 53 (Suggested Activities #2), 515–519, 533 (Thinking Critically #1, 3; Suggested Activities #4, 5)
CRP.04.02. Produce clear, reasoned and coherent written and visual communication in formal and informal settings.	Textbook: pg. 40–48, 41 (Maintain a Positive Light), 53 (Suggested Activities #5)
CRP.04.02.01.a. Research and summarize the purpose of different forms of written and visual communication in formal and informal settings (e.g., letters, emails, reports, social media, graphics, diagrams, etc.).	Textbook: pg. 40–41, 41 (Maintain a Positive Light)
CRP.04.02.01.b. Compare and contrast the structure of different forms of written and visual communication.	Textbook: pg. 40–41, 41 (Maintain a Positive Light)
CRP.04.02.01.c. Evaluate the effectiveness of different forms of written and visual communication for achieving their intended purpose.	Textbook: pg. 40–41, 41 (Maintain a Positive Light)
CRP.04.02.02.a. Identify and examine methods for producing clear, reasoned and coherent written and visual communication that are appropriate to the task, purpose and audience (e.g., audience analysis, objective development, etc.)	Textbook: pg. 40–41, 41 (Maintain a Positive Light), 53 (Suggested Activities #5)
CRP.04.02.02.b. Apply techniques for ensuring clarity, logic and coherence to edit written and visual communications (e.g., emails, reports, presentations, technical documents, diagrams, etc.).	Textbook: pg. 40–41, 41 (Maintain a Positive Light), 53 (Suggested Activities #5)
CRP.04.02.02.c. Compose clear and coherent written documents and visuals (e.g., agendas, audio-visuals, drafts, forms, etc.) that are adapted to the audience needs in both formal and informal settings.	Textbook: pg. 40–41, 41 (Maintain a Positive Light), 53 (Suggested Activities #5)
CRP.04.03. Model active listening strategies when interacting with others in formal and informal settings.	Textbook: pg. 43–46, 53 (Suggested Activities #2), 518–519, 533 (Suggested Activities #4, 5)
CRP.04.03.01.a. Research and summarize components of active listening (e.g., eye contact, have an open mind, restate, etc.).	Textbook: pg. 43–46, 53 (Suggested Activities #2), 518–519, 533 (Suggested Activities #4, 5)
CRP.04.03.01.b. Apply active listening strategies (e.g., be attentive, observe non-verbal cues, ask clarifying questions, etc.).	Textbook: pg. 43–46, 53 (Suggested Activities #2), 518–519, 533 (Suggested Activities #4, 5)

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Standards and Indicators	G-W Content
CRP.04.03.01.c. Evaluate personal effectiveness and devise a plan to improve active listening skills.	Textbook: pg. 43–46, 53 (Suggested Activities #2), 518–519, 533 (Suggested Activities #4, 5)
CRP.04.03.02.a. Observe and identify use of active listening strategies in formal (e.g., speeches, presentations, etc.) and informal (e.g., conversations, meetings, etc.) settings.	Textbook: pg. 43–46, 53 (Suggested Activities #2), 518–519, 533 (Suggested Activities #4, 5)
CRP.04.03.02.b. Apply and evaluate personal level of active listening strategies in formal and informal settings.	Textbook: pg. 43–46, 53 (Suggested Activities #2), 518–519, 533 (Suggested Activities #4, 5)
CRP.04.03.02.c. Model active listening strategies in formal and informal settings.	Textbook: pg. 43–46, 53 (Suggested Activities #2), 518–519, 533 (Suggested Activities #4, 5)
CRP.05. Consider the environmental, social and economic impacts of decisions.	
CRP.05.01. Assess, identify and synthesize the information and resources needed to make decisions that positively impact the workplace and community.	Textbook: pg. 483 (Thinking Critically #1–3; Suggested Activities #1–7)
CRP.05.01.01.a. Examine and describe the steps in the decision-making process used in the workplace and community.	Textbook: pg. 483 (Thinking Critically #2, 3; Suggested Activities #1–7)
CRP.05.01.01.b. Analyze how the process of decision making is used in workplace and community situations.	Textbook: pg. 483 (Thinking Critically #2, 3; Suggested Activities #1–7)
CRP.05.01.01.c. Evaluate workplace and community decision-making processes and devise strategies for improvement.	Textbook: pg. 483 (Thinking Critically #2, 3; Suggested Activities #1–7), 533 (Suggested Activities #4, 5)
CRP.05.01.02.a. Examine and explain the relationship between information, resources and good decision making in workplace and community situations.	Textbook: pg. 53 (Thinking Critically #2–4), 483 (Thinking Critically #2, 3; Suggested Activities #1–7), 533 (Suggested Activities #4, 5)
CRP.05.01.02.b. Analyze past workplace and community situations to determine if appropriate information and resources were used to make an effective decision.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #1–4), 533 (Thinking Critically #1–3; Suggested Activities #4)
CRP.05.01.02.c. Evaluate workplace and community situations and recommend the information and resources needed to support good decisions.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #1–4), 533 (Thinking Critically #1–3; Suggested Activities #4)
CRP.05.01.03.a. Classify the types of information (e.g., data, research, procedures, regulations, etc.) and resources (e.g., human, financial, technology, time, etc.) that may be used to make workplace and community decisions.	Textbook: pg. 43 (Case Study), pg. 53 (Thinking Critically #1–4), 483 (Suggested Activities #1–7), 533 (Thinking Critically #1–3; Suggested Activities #4, 5)
CRP.05.01.03.b. Analyze workplace and community decisions and assess the information and resources used to make those decisions.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #1–4), 483 (Suggested Activities #1–7), 533 (Thinking Critically #1–3; Suggested Activities #4, 5)

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Standards and Indicators	G-W Content
CRP.05.01.03.c. Synthesize information and resources and apply to workplace and community situations to make positive decisions.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #1–4), 483 (Suggested Activities #1–7), 533 (Thinking Critically #1–3; Suggested Activities #4, 5)
CRP.05.02. Make, defend and evaluate decisions at work and in the community using information about the potential environmental, social and economic impacts.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #4), 483 (Thinking Critically #1–3; Suggested Activities #1–7), 533 (Suggested Activities #1–5)
CRP.05.02.01.a. Examine areas in the workplace and community where decisions will make a positive impact.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #4), 268 (Thinking Critically #3), 483 (Thinking Critically #1–3; Suggested Activities #1–7), 533 (Suggested Activities #1–5)
CRP.05.02.01.b. Apply a structured decision-making process to improve workplace and community situations.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #4), 483 (Thinking Critically #1–3; Suggested Activities #1–7), 533 (Suggested Activities #1–5)
CRP.05.02.01.c. Evaluate and defend decisions applied in the workplace and community situations.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #4), 483 (Thinking Critically #1–3; Suggested Activities #1–7), 533 (Suggested Activities #1–5)
CRP.05.02.02.a. Examine information about environmental, social and economic impacts when making decisions in the workplace and community.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #4), 268 (Thinking Critically #3), 483 (Thinking Critically #1–3; Suggested Activities #1–7), 533 (Suggested Activities #1–5)
CRP.05.02.02.b. Assess past decisions made in workplace and community and analyze their effects on environmental, social and economic situations.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #4), 268 (Thinking Critically #3), 483 (Thinking Critically #1–3; Suggested Activities #1–7), 533 (Suggested Activities #1–5)
CRP.05.02.02.c. Evaluate workplace and community situations and propose decisions to be made based upon the positive impact made on environment, social and economic areas.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #4), 268 (Thinking Critically #3), 483 (Thinking Critically #1–3; Suggested Activities #1–7), 533 (Suggested Activities #1–5)
CRP.06. Demonstrate creativity and innovation.	
CRP.06.01. Synthesize information, knowledge and experience to generate original ideas and challenge assumptions in the workplace and community.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #4), 268 (Thinking Critically #3), 483 (Thinking Critically #1–3; Suggested Activities #1–7), 533 (Suggested Activities #1–5)
CRP.06.01.01.a. Identify and summarize steps for generating ideas used in the workplace and community.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #4), 268 (Thinking Critically #3), 483 (Thinking Critically #2, 3; Suggested Activities #1–7), 533 (Suggested Activities #1–5)
CRP.06.01.01.b. Synthesize information, knowledge and experiences to generate ideas for workplace and community situations.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #4), 268 (Thinking Critically #3), 483 (Thinking Critically #1–3; Suggested Activities #1–7), 533 (Suggested Activities #1–5)
CRP.06.01.01.c. Evaluate workplace and community situations and devise strategies to apply original ideas.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #4), 268 (Thinking Critically #3), 483 (Thinking Critically #1–3; Suggested Activities #1–7), 533 (Suggested Activities #1–5)

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Standards and Indicators	G-W Content
CRP.06.01.02.a. Define “assumption” and identify different types and sources of assumptions that could impact effectiveness in workplace and community situations.	
CRP.06.01.02.b. Analyze how assumptions can impact outcomes in a variety of workplace and community situations.	
CRP.06.01.02.c. Devise and apply strategies (e.g., ask questions, brainstorm ideas, present facts and information etc.) to challenge common assumptions in workplace and community situations.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #4), 268 (Thinking Critically #3)
CRP.06.02. Assess a variety of workplace and community situations to identify ways to add value and improve the efficiency of processes and procedures.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #1–4), 83 (Suggested Activities #1–9), 268 (Thinking Critically #3), 483 (Thinking Critically #1–3; Suggested Activities #1–7), 533 (Suggested Activities #1–5)
CRP.06.02.01.a. Identify and categorize the types of processes and procedures used in workplaces and the community (e.g., health and safety, email, compliance, etc.).	Textbook: pg. 37–48, 53 (Thinking Critically #4), 83 (Suggested Activities #1–9)
CRP.06.02.01.b. Analyze how processes and procedures are implemented in workplace and community situations (e.g., employee evaluations, vacation, leave time, etc.).	
CRP.06.02.01.c. Evaluate past workplace and community situations and determine how processes and procedures impacted outcomes.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #1–4), 83 (Suggested Activities #1–9), 268 (Thinking Critically #3), 483 (Thinking Critically #2, 3; Suggested Activities #1–7), 533 (Suggested Activities #1–5)
CRP.06.02.02.a. Identify and summarize methods used to increase efficiency and add value to workplace and community processes and procedures (e.g., individual input, scheduled reviews, etc.).	Textbook: pg. 113 (Suggested Activities #5), 483 (Thinking Critically #2, 3; Suggested Activities #1–7), 533 (Suggested Activities #3–5)
CRP.06.02.02.b. Predict and communicate potential gains in efficiency and value-added from implementing an improved process or procedure.	Textbook: pg. 483 (Suggested Activities #3–5, 7), 533 (Thinking Critically #1, 2; Suggested Activities #4, 5)
CRP.06.02.02.c. Construct and implement methods to improve workplace and community processes and procedures.	Textbook: pg. 483 (Suggested Activities #3–5, 7), 533 (Thinking Critically #1, 2; Suggested Activities #4, 5)
CRP.06.03. Create and execute a plan of action to act upon new ideas and introduce innovations to workplace and community organizations.	Textbook: pg. 83 (Suggested Activities #1–5, 7), 483 (Thinking Critically #3; Suggested Activities #7)
CRP.06.03.01.a. Examine workplace and community situations to identify opportunities for improvement through the introduction of new ideas and innovations.	Textbook: pg. 83 (Suggested Activities #1–5, 7), 483 (Thinking Critically #3; Suggested Activities #7)

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Standards and Indicators	G-W Content
CRP.06.03.01.b. Assess and communicate the risks and benefits of applying new ideas and innovations to the workplace and community.	Textbook: pg. 83 (Suggested Activities #1–5, 7), 483 (Thinking Critically #3; Suggested Activities #7)
CRP.06.03.01.c. Design a plan of action to introduce a new idea or innovation into the workplace and community.	Textbook: pg. 83 (Suggested Activities #1, 3, 4), 483 (Thinking Critically #3; Suggested Activities #7)
CRP.06.03.02.a. Identify individuals and organizations (i.e., stakeholders) that need to provide input and feedback on new ideas or innovation prior to implementation in the workplace or community.	Textbook: pg. 44–46, 53 (Thinking Critically #2, 4), 483 (Suggested Activities #2, 6)
CRP.06.03.02.b. Elicit and assimilate input and feedback from individuals and organizations about new ideas or innovations for the workplace or community.	Textbook: pg. 44–46, 53 (Thinking Critically #2, 4), 483 (Suggested Activities #2, 6), 533 (Suggested Activities #4, 5)
CRP.06.03.02.c. Evaluate and execute strategies for using stakeholder input and feedback to improve a plan of action for introducing a new idea or innovation into the workplace or community.	Textbook: pg. 44–46, 53 (Thinking Critically #2, 4), 483 (Suggested Activities #2, 6)
CRP.07. Employ valid and reliable research strategies.	
CRP.07.01. Select and implement reliable research processes and methods to generate data for decision-making in the workplace and community.	Textbook: pg. 39, 53 (Suggested Activities #5), 83 (Suggested Activities #3), 113 (Suggested Activities #5), 221 (Suggested Activities #7, 8), 243 (Suggested Activities #1, 3), 483 (Suggested Activities #1, 3–7)
CRP.07.01.01.a. Identify and summarize reliable research processes and methods used to generate data for decision-making.	
CRP.07.01.01.b. Analyze how different research methods are used to generate data in a variety of situations.	
CRP.07.01.01.c. Evaluate business’ and organizations’ use of research methods and processes and propose recommendations for improvement.	Textbook: pg. 483 (Suggested Activities #1, 6–7)
CRP.07.01.02.a. Identify the data requirements for potential decisions in the workplace and community and determine possible research strategies to use to generate the necessary data.	
CRP.07.01.02.b. Assess the positives and negatives of using different research strategies and methods to generate data for workplace and community decisions and use this information to select appropriate methods.	

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Standards and Indicators	G-W Content
CRP.07.01.02.c. Design plans for use and implementation of reliable research methods to generate data for decision making in workplace and community situations.	Textbook: pg. 83 (Suggested Activities #3, 4), 268 (Thinking Critically #3)
CRP.07.02. Evaluate the validity of sources and data used when considering the adoption of new technologies, practices and ideas in the workplace and community.	
CRP.07.02.01.a. Identify and summarize types of data sources available to research new technologies and practices for workplaces and community organizations (e.g., blog, research, news, etc.).	Textbook: pg. 20–23, 27 (Suggested Activities #3, 4), 113 (Suggested Activities #5), 147 (Suggested Activities #2), 483 (Suggested Activities #3, 4)
CRP.07.02.01.b. Assess data sources for reliability and validity.	Textbook: pg. 20–23, 27 (Suggested Activities #3, 4), 113 (Suggested Activities #5), 147 (Suggested Activities #2), 483 (Suggested Activities #3, 4)
CRP.07.02.01.c. Propose valid and reliable data sources to use when considering the adoption of new technologies, practices and ideas.	Textbook: pg. 20–23, 83 (Suggested Activities #1–9), 113 (Suggested Activities #5), 147 (Suggested Activities #2), 483 (Suggested Activities #3, 4)
CRP.07.02.02.a. Categorize potential technologies, practices and ideas that could be adopted by workplaces and community organizations.	Textbook: pg. 83 (Suggested Activities #1–9), 113 (Suggested Activities #5), 147 (Suggested Activities #2), 483 (Suggested Activities #3, 4)
CRP.07.02.02.b. Assimilate data to assist in making a decision about the adoption of a new technology, practice or idea by workplaces and community organizations.	Textbook: pg. 83 (Suggested Activities #1–9), 113 (Suggested Activities #5), 147 (Suggested Activities #2), 483 (Suggested Activities #3, 4)
CRP.07.02.02.c. Create and defend proposals for new technologies, practices and ideas using valid and reliable data sources.	
CRP.08. Utilize critical thinking to make sense of problems and persevere in solving them.	
CRP.08.01. Apply reason and logic to evaluate workplace and community situations from multiple perspectives.	Textbook: pg. 39, 53 (Thinking Critically #1–4; Suggested Activities #2), 483 (Thinking Critically #1–3; Suggested Activities #2–4, 6), 533 (Thinking Critically #1–3; Suggested Activities #4, 5)
CRP.08.01.01.a. Identify and summarize steps to think critically (e.g., identify problem, gather information, brainstorm solutions, etc.).	Textbook: pg. 39, 43 (Case Study), 268 (Thinking Critically #3), 533 (Thinking Critically #1–3)
CRP.08.01.01.b. Apply steps for critical thinking to a variety of workplace and community situations.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #1–4; Suggested Activities #2), 83 (Thinking Critically #1–3; Suggested Activities #1–3), 268 (Thinking Critically #3), 483 (Suggested Activities #2–7), 533 (Thinking Critically #1–3)
CRP.08.01.01.c. Evaluate how applying critical thinking skills can impact workplace and community situations.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #1–4; Suggested Activities #2), 83 (Thinking Critically #1–3; Suggested Activities #1–3), 268 (Thinking Critically #3), 533 (Thinking Critically #1–3)

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Standards and Indicators	G-W Content
CRP.08.01.02.a. Examine and identify opportunities to apply reason, logic and multiple perspectives to solve problems in workplace and community situations.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #1–4; Suggested Activities #2), 83 (Thinking Critically #1–3; Suggested Activities #1–3), 268 (Thinking Critically #3); 483 (Suggested Activities #2–7); 533 (Thinking Critically #1–3)
CRP.08.01.02.b. Assess solutions to workplace and community problems for evidence of reason, logic and consideration of multiple perspectives.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #1–4; Suggested Activities #2), 83 (Thinking Critically #1–3; Suggested Activities #1–3), 268 (Thinking Critically #3), 483 (Suggested Activities #2–7), 533 (Thinking Critically #1–3)
CRP.08.01.02.c. Devise and implement strategies to apply reason, logic and input from multiple perspectives to solve workplace and community problems.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #1–4; Suggested Activities #2), 83 (Thinking Critically #1–3; Suggested Activities #1–3), 268 (Thinking Critically #3), 483 (Suggested Activities #2–7), 533 (Thinking Critically #1–3)
CRP.08.02. Investigate, prioritize and select solutions to solve problems in the workplace and community.	Textbook: pg. 43 (Case Study), 46–48, 53 (Thinking Critically #1–4; Suggested Activities #2), 83 (Thinking Critically #1–3; Suggested Activities #1–3), 268 (Thinking Critically #3), 483 (Suggested Activities #2–7); 533 (Thinking Critically #1–3)
CRP.08.02.01.a. Investigate and summarize potential tools and resources used to solve problems in the workplace and community.	Textbook: pg. 83 (Suggested Activities #1–9), 113 (Suggested Activities #1–3)
CRP.08.02.01.b. Assimilate and prioritize potential solutions to solve problems in the workplace and community.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #1–4)
CRP.08.02.01.c. Devise and implement strategies to evaluate the effectiveness of solutions for resolving workplace and community problems.	Textbook: pg. 43 (Case Study), 53 (Thinking Critically #1–4), 83 (Thinking Critically #1–3; Suggested Activities #1–3), 268 (Thinking Critically #3), 483 (Suggested Activities #2–7), 533 (Thinking Critically #1–3)
CRP.08.02.02.a. Identify and summarize steps in the decision-making process to solve workplace and community problems.	Textbook: pg. 83 (Thinking Critically #1–3; Suggested Activities #1–3), 268 (Thinking Critically #3), 483 (Suggested Activities #2–7), 533 (Thinking Critically #1–3)
CRP.08.02.02.b. Apply decision-making processes to generate possible solutions to solve workplace and community problems.	Textbook: pg. 83 (Thinking Critically #1–3, Suggested Activities #1–3), 268 (Thinking Critically #3), 483 (Suggested Activities #2–7), 533 (Thinking Critically #1–3)
CRP.08.02.02.c. Evaluate and select solutions with greatest potential for success to solve workplace and community problems.	Textbook: pg. 83 (Thinking Critically #1–3; Suggested Activities #1–3), 268 (Thinking Critically #3), 483 (Suggested Activities #2–7), 533 (Thinking Critically #1–3)

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Standards and Indicators	G-W Content
CRP.08.03. Establish plans to solve workplace and community problems and execute them with resiliency.	Textbook: pg. 43 (Case Study), 83 (Thinking Critically #1–3; Suggested Activities #1–3), 268 (Thinking Critically #3), 483 (Suggested Activities #2–7), 533 (Thinking Critically #1–3)
CRP.08.03.01.a. Identify different types of problem solving models and summarize their applicability to workplace and community situations.	Textbook: pg. 39
CRP.08.03.01.b. Analyze and determine the best problem-solving model to apply to workplace and community problems.	Textbook: pg. 39, 46–48
CRP.08.03.01.c. Evaluate the effectiveness of different problem-solving models for reaching a solution to workplace and community issues.	Textbook: pg. 39, 46–48
CRP.08.03.02.a. Identify and analyze the elements of a plan for solving workplace and community problems (e.g., budget, timeline, etc.).	Textbook: pg. 83 (Suggested Activities #1–8), 483 (Thinking Critically #2, 3; Suggested Activities #1–7), 533 (Thinking Critically #1–3; Suggested Activities #2, 3)
CRP.08.03.02.b. Create plans to solve workplace and community problems.	Textbook: pg. 83 (Suggested Activities #1–8), 483 (Thinking Critically #2, 3; Suggested Activities #1–7), 533 (Thinking Critically #1–3; Suggested Activities #2, 3)
CRP.08.03.02.c. Implement and evaluate plans to solve workplace and community problems.	Textbook: pg. 83 (Suggested Activities #1–8), 483 (Thinking Critically #2, 3; Suggested Activities #1–7), 533 (Thinking Critically #1–3; Suggested Activities #2, 3)
CRP.09. Model integrity, ethical leadership and effective management.	
CRP.09.01. Model characteristics of ethical and effective leaders in the workplace and community (e.g. integrity, self-awareness, self-regulation, etc.).	Textbook: pg. 44–46, 45 (Student Organizations)
CRP.09.01.01.a. Identify and summarize the characteristics of ethical and effective leaders in workplace and community settings.	Textbook: pg. 44–46, 45 (Student Organizations), 48 (Career Connection), 74 (Career Connection), 188 (Career Connection), 214 (Career Connection), 357 (Career Connection), 420 (Career Connection), 447 (Career Connection)
CRP.09.01.01.b. Analyze workplace and community leaders and determine what ethical and effective leadership characteristics they demonstrate.	Textbook: pg. 44–46, 45 (Student Organizations), 48 (Career Connection), 74 (Career Connection), 188 (Career Connection), 214 (Career Connection), 357 (Career Connection), 420 (Career Connection), 447 (Career Connection)
CRP.09.01.01.c. Evaluate ethical and effective leadership characteristics demonstrated by others.	Textbook: pg. 44–46, 45 (Student Organizations), 48 (Career Connection), 74 (Career Connection), 188 (Career Connection), 214 (Career Connection), 357 (Career Connection), 420 (Career Connection), 447 (Career Connection)

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Standards and Indicators	G-W Content
CRP.09.01.02.a. Reflect upon and summarize situations where ethical and effective leadership characteristics were needed and/or personally demonstrated (e.g., motivation, empathy, etc.).	Textbook: pg. 48 (Career Connection), 53 (Thinking Critically #2–4), 74 (Career Connection), 188 (Career Connection), 214 (Career Connection), 357 (Career Connection), 420 (Career Connection), 447 (Career Connection)
CRP.09.01.02.b. Conduct a self-assessment of personal ethical and effective leadership characteristics (e.g., relates to others, focused, integrity, etc.) and reflect upon the results to identify opportunities for improvement.	Textbook: pg. 48 (Career Connection), 53 (Suggested Activities #3, 5), 74 (Career Connection), 188 (Career Connection), 214 (Career Connection), 357 (Career Connection), 420 (Career Connection), 447 (Career Connection)
CRP.09.01.02.c. Model characteristics and actions of ethical and effective leaders in workplace and community situations (e.g., integrity, self-awareness, etc.).	Textbook: pg. 53 (Suggested Activities #1–5), 483 (Suggested Activities #2, 7), 533 (Thinking Critically #1–3; Suggested Activities #4, 5)
CRP.09.02. Implement personal management skills to function effectively and efficiently in the workplace (e.g., time management, planning, prioritizing, etc.).	Textbook: pg. 455 (Suggested Activities #7), 533 (Suggested Activities #4, 5)
CRP.09.02.01.a. Identify and summarize personal management skills necessary to function effectively in the workplace (e.g., time management, planning, prioritizing, etc.).	Textbook: pg. 455 (Suggested Activities #7), 533 (Suggested Activities #4, 5)
CRP.09.02.01.b. Analyze leaders’ use of effective personal management skills and determine how they apply them in workplace and community situations.	Textbook: pg. 48 (Career Connection), 74 (Career Connection), 188 (Career Connection), 214 (Career Connection), 357 (Career Connection), 420 (Career Connection), 447 (Career Connection)
CRP.09.02.01.c. Evaluate opportunities to apply personal management skills into daily tasks and responsibilities.	Textbook: pg. 48 (Career Connection), 74 (Career Connection), 188 (Career Connection), 214 (Career Connection), 357 (Career Connection), 420 (Career Connection), 447 (Career Connection)
CRP.09.02.02.a. Examine and describe personal management skills (e.g., time management, prioritizing, setting goals, etc.) that are individually implemented and demonstrated in workplace and community situations.	Textbook: pg. 30–48, 43 (Case Study), 48 (Career Connection), 53 (Suggested Activities #1, 3, 4)
CRP.09.02.02.b. Conduct a self-assessment of personal management skills used in daily workplace or community situations.	Textbook: pg. 30–48, 53 (Suggested Activities #1, 3, 4)
CRP.09.02.02.c. Model personal management skills and identify opportunities for continuous improvement.	Textbook: pg. 30–48, 41 (Maintain a Positive Light), 53 (Suggested Activities #1, 3, 4)
CRP.09.03. Demonstrate behaviors that contribute to a positive morale and culture in the workplace and community (e.g., positively influencing others, effectively communicating, etc.).	Textbook: pg. 37–48, 516–519, 533 (Suggested Activities #4, 5)

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Standards and Indicators	G-W Content
CRP.09.03.01.a. Identify and summarize respectful and purposeful behaviors that contribute to positive morale and culture in workplace and community settings (e.g., positively influencing others, effectively communicating, etc.).	Textbook: pg. 37–48, 516–519, 533 (Suggested Activities #4, 5)
CRP.09.03.01.b. Analyze the relationship between demonstrating respectful and purposeful behaviors (e.g., collaborative, clear expectations, etc.) and increased influence in the workplace and community.	Textbook: pg. 37–48, 516–519, 533 (Suggested Activities #4, 5)
CRP.09.03.01.c. Evaluate workplace and community cultures and determine specific behaviors and actions that contribute to building the morale and culture.	Textbook: pg. 37–48, 516–519, 533 (Suggested Activities #4, 5)
CRP.09.03.02.a. Examine personal levels of respectful and purposeful behaviors and summarize how they are demonstrated (e.g., treat others with respect, model professionalism, etc.).	Textbook: pg. 37–48, 516–519, 533 (Suggested Activities #4, 5)
CRP.09.03.02.b. Devise, implement and evaluate strategies for continuation and improvement of respectful and purposeful behaviors that contribute to positive morale and culture in workplace and community (e.g., recognize others' skills, promote collaboration, etc.).	Textbook: pg. 37–48, 483 (Suggested Activities #7), 516–519, 533 (Suggested Activities #4, 5)
CRP.09.03.02.c. Model respectful and purposeful behaviors that contribute to positive morale and culture in the workplace and community (e.g., effectively communicating, recognizing accomplishments of others, etc.).	Textbook: pg. 37–48, 483 (Suggested Activities #7), 516–519, 533 (Suggested Activities #4, 5)
CRP.10. Plan education and career path aligned to personal goals.	
CRP.10.01. Identify career opportunities within a career cluster that match personal interests, talents, goals and preferences.	Textbook: pg. 27 (Suggested Activities #2, 4), 53 (Suggested Activities #5)
CRP.10.01.01.a. Determine personal interests, talents, goals and preferences for potential careers.	Textbook: pg. 27 (Suggested Activities #2, 4), 53 (Suggested Activities #5)
CRP.10.01.01.b. Assess and select areas for growth and improvement based upon analysis of personal interests for potential careers.	Textbook: pg. 27 (Suggested Activities #2, 4), 53 (Suggested Activities #1, 3–5)
CRP.10.01.01.c. Plan a career path based on personal interests, goals, talents and preferences.	Textbook: pg. 27 (Suggested Activities #2, 4), 53 (Suggested Activities #1, 3–5)
CRP.10.01.02.a. Examine career clusters and identify potential career opportunities based on personal interests, talents, goals and preferences.	Textbook: pg. 27 (Suggested Activities #2, 4), 53 (Suggested Activities #1, 3–5)

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Standards and Indicators	G-W Content
CRP.10.01.02.b. Analyze skills needed for potential careers and compare and contrast skills needed with personal interests, talents, goals and preferences.	Textbook: pg. 27 (Suggested Activities #2, 4), 48 (Career Connection), 53 (Suggested Activities #1, 3–5), 74 (Career Connection), 188 (Career Connection), 214 (Career Connection), 357 (Career Connection), 420 (Career Connection), 447 (Career Connection)
CRP.10.01.02.c. Match potential career opportunities in career clusters with personal interests, talents, goals and preferences.	Textbook: pg. 27 (Suggested Activities #2–4), 48 (Career Connection), 53 (Suggested Activities #1, 3–5), 74 (Career Connection), 188 (Career Connection), 214 (Career Connection), 357 (Career Connection), 420 (Career Connection), 447 (Career Connection)
CRP.10.02. Examine career advancement requirements (e.g., education, certification, training, etc.) and create goals for continuous growth in a chosen career.	Textbook: pg. 27 (Suggested Activities #1–5), 53 (Suggested Activities #1, 3–5)
CRP.10.02.01.a. Categorize career advancement requirements for potential careers (e.g., degrees, certification, training, etc.).	Textbook: pg. 27 (Suggested Activities #1–5)
CRP.10.02.01.b. Analyze the steps to meet career advancement requirements for potential careers.	Textbook: pg. 27 (Suggested Activities #2–5)
CRP.10.02.01.c. Devise and implement plans to complete the requirements for career advancement.	Textbook: pg. 27 (Suggested Activities #2–5)
CRP.10.02.02.a. Identify methods for setting goals for personal improvement and continuous growth in a career area (e.g., SMART goals, training, professional development, etc.).	Textbook: pg. 27 (Suggested Activities #4), 30–32, 45 (Student Organizations), 53 (Suggested Activities #1, 3–5)
CRP.10.02.02.b. Create goals for personal improvement and continuous growth in a career area.	Textbook: pg. 53 (Suggested Activities #1, 3–5)
CRP.10.02.02.c. Evaluate actions taken and make appropriate modifications to continuous growth goals in career areas.	Textbook: pg. 53 (Suggested Activities #1, 3–5)
CRP.10.03. Develop relationships with and assimilate input and/or advice from experts (e.g., counselors, mentors, etc.) to plan career and personal goals in a chosen career area.	Textbook: pg. 27 (Suggested Activities #3), 483 (Suggested Activities #6)
CRP.10.03.01.a. Summarize ways that input and/or advice from career area experts could assist in planning personal career goals.	Textbook: pg. 27 (Suggested Activities #3), 483 (Suggested Activities #6)
CRP.10.03.01.b. Assess career and personal goals and determine additional information career area experts could provide.	Textbook: pg. 27 (Suggested Activities #3), 53 (Suggested Activities #1, 3, 4), 483 (Suggested Activities #6)
CRP.10.03.01.c. Devise strategies to gather answers and information from career area experts and use this information to plan and execute goals.	Textbook: pg. 27 (Suggested Activities #3), 53 (Suggested Activities #1, 3, 4), 483 (Suggested Activities #6)

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Standards and Indicators	G-W Content
CRP.10.03.02.a. Identify trusted individuals to consult with on setting and achieving career and personal goals (e.g., counselors, teachers, mentors, coaches, community leaders, etc.).	Textbook: pg. 27 (Suggested Activities #3), 53 (Suggested Activities #1, 3, 4), 483 (Suggested Activities #6)
CRP.10.03.02.b. Devise and implement strategies to gather input and advice for planning career and personal goals from trusted experts.	Textbook: pg. 27 (Suggested Activities #3), 53 (Suggested Activities #1, 3, 4), 483 (Suggested Activities #6)
CRP.10.03.02.c. Assimilate input and advice from experts and formulate plans to implement into career and personal goals for chosen career areas.	Textbook: pg. 27 (Suggested Activities #3), 48 (Career Connection), 53 (Suggested Activities #1, 3, 4), 74 (Career Connection), 188 (Career Connection), 214 (Career Connection), 357 (Career Connection), 420 (Career Connection), 447 (Career Connection), 483 (Suggested Activities #6)
CRP.10.04. Identify, prepare, update and improve the tools and skills necessary to pursue a chosen career path.	Textbook: pg. 30–48, 53 (Suggested Activities #5)
CRP.10.04.01.a. Identify and explain the purpose of fundamental tools used to pursue a career path (e.g., resume, cover letter, portfolio, etc.) as well as the common components of each (e.g., content in cover letter, categories in resume, etc.).	Textbook: pg. 32–35, 53 (Suggested Activities #5)
CRP.10.04.01.b. Organize personal information (e.g., goals, experiences, education, achievements, work examples, etc.) to prepare and continuously update a set of tools to aid in the pursuit of a career path.	Textbook: pg. 53 (Suggested Activities #1–5)
CRP.10.04.01.c. Select and use appropriate tools to pursue career advancement opportunities and assimilate feedback from the process to identify improvements for the future.	Textbook: pg. 53 (Suggested Activities #1–5)
CRP.10.04.02.a. Summarize common processes involved in pursuing a career (e.g., interviews, applications, networking, etc.) and the appropriate tools used for completing each.	Textbook: pg. 35–37, 53 (Suggested Activities #1–5)
CRP.10.04.02.b. Examine and practice the skills needed to complete common processes for pursuing a career (e.g., ability to communicate about past experiences, ability to articulate one’s goals and career objectives, etc.).	Textbook: pg. 30–48, 53 (Suggested Activities #1–5)
CRP.10.04.02.c. Apply skills to complete common processes involved in pursuing a career and assimilate input and feedback from experts (e.g., mentors, teachers, business persons, etc.) to improve.	Textbook: pg. 48 (Career Connection), 53 (Suggested Activities #1–5)

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Standards and Indicators	G-W Content
CRP.11. Use technology to enhance productivity.	
CRP.11.01. Research, select and use new technologies, tools and applications to maximize productivity in the workplace and community.	Textbook: pg. 83 (Suggested Activities #1, 3, 4, 6–8), 113 (Thinking Critically #1–4; Suggested Activities #1–5), 147 (Suggested Activities #2, 5)
CRP.11.01.01.a. Identify and summarize new technologies, tools and applications to use in workplace and community situations.	Textbook: pg. 83 (Suggested Activities #1, 3, 4, 6–8), 113 (Thinking Critically #1–4; Suggested Activities #1–5), 147 (Suggested Activities #2, 5)
CRP.11.01.01.b. Analyze advantages and disadvantages of new technologies, tools and applications to maximize productivity in the workplace and community.	Textbook: pg. 83 (Suggested Activities #1, 3, 4, 6–8), 113 (Thinking Critically #1–4; Suggested Activities #1–5), 147 (Suggested Activities #2, 5)
CRP.11.01.01.c. Construct effective communications to explain the features, benefits and risks of new technologies, tools and applications in the workplace and community.	Textbook: pg. 83 (Suggested Activities #1, 3, 4, 6–8), 113 (Thinking Critically #1–4; Suggested Activities #1–5), 147 (Suggested Activities #2, 5)
CRP.11.01.02.a. Examine and categorize opportunities in workplace and community settings to use new technologies, tools and applications to maximize productivity and efficiency.	Textbook: pg. 83 (Suggested Activities #1, 3, 4, 6–8), 113 (Thinking Critically #1–4; Suggested Activities #1–5), 147 (Suggested Activities #2, 5)
CRP.11.01.02.b. Select, apply and use new technologies, tools and applications in workplace and community situations to maximize productivity.	Textbook: pg. 83 (Suggested Activities #1, 3, 4, 6–8), 113 (Thinking Critically #1–4, Suggested Activities #1–5), 147 (Suggested Activities #2, 5)
CRP.11.01.02.c. Evaluate effectiveness and make recommendations for using new technologies, tools and applications in the workplace and community.	Textbook: pg. 83 (Suggested Activities #1, 3, 4, 6–8), 113 (Thinking Critically #1–4; Suggested Activities #1–5), 147 (Suggested Activities #2, 5)
CRP.11.02. Evaluate personal and organizational risks of technology use and take actions to prevent or minimize risks in the workplace and community.	Textbook: pg. 66–78, 83 (Suggested Activities #1, 3, 4, 6–8), 113 (Thinking Critically #1–4; Suggested Activities #1–5)
CRP.11.02.01.a. Identify and summarize potential personal and organizational risks of using technology in the workplace and community.	Textbook: pg. 66–78, 83 (Suggested Activities #1–9), 113 (Thinking Critically #1–4; Suggested Activities #1–5)
CRP.11.02.01.b. Assess the physical, financial and professional risks associated with using technology in the workplace and community and use this information to determine appropriate uses of technology.	Textbook: pg. 66–78, 83 (Suggested Activities #1–9), 113 (Thinking Critically #1–4; Suggested Activities #1–5)
CRP.11.02.01.c. Construct and implement methods to evaluate personal and organizational risks of technology in workplace and community settings.	Textbook: pg. 66–78, 83 (Thinking Critically #1–3; Suggested Activities #1–9), 113 (Thinking Critically #1–4; Suggested Activities #1–5)

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Standards and Indicators	G-W Content
CRP.11.02.02.a. Synthesize tools and processes to prevent or minimize risks of technology use in community and work settings (e.g., risk management tools, benefit risks, etc.).	Textbook: pg. 83 (Thinking Critically #1–3; Suggested Activities #1–9), 113 (Thinking Critically #1–4; Suggested Activities #1–5)
CRP.11.02.02.b. Analyze the effectiveness of methods for preventing or minimizing the risks of technology use.	Textbook: pg. 83 (Thinking Critically #1–3; Suggested Activities #1–9), 113 (Thinking Critically #1–4; Suggested Activities #1–5)
CRP.11.02.02.c. Design and implement strategies to prevent or minimize the risks of technology use in the workplace and community.	Textbook: pg. 83 (Thinking Critically #1–3; Suggested Activities #1–9), 113 (Thinking Critically #1–4; Suggested Activities #1–5)
CRP.12. Work productively in teams while using cultural/global competence.	
CRP.12.01. Contribute to team-oriented projects and builds consensus to accomplish results using cultural global competence in the workplace and community.	Textbook: pg. 483 (Suggested Activities #2–7)
CRP.12.01.01.a. Differentiate the strengths and talents of all team members needed to complete projects in the workplace and community.	Textbook: pg. 483 (Suggested Activities #2)
CRP.12.01.01.b. Formulate action plans to complete team-oriented projects in the workplace and community, including plans for personal contributions.	Textbook: pg. 483 (Suggested Activities #2)
CRP.12.01.01.c. Evaluate the effectiveness of team-oriented projects at work and in the community and make recommendations for future improvements.	Textbook: pg. 483 (Suggested Activities #7)
CRP.12.01.02.a. Identify and summarize techniques to build consensus in a team situation.	Textbook: pg. 483 (Suggested Activities #2, 7), 533 (Suggested Activities #4, 5)
CRP.12.01.02.b. Apply consensus building techniques to accomplish results in team-oriented situations.	Textbook: pg. 483 (Suggested Activities #2, 7), 533 (Suggested Activities #4, 5)
CRP.12.01.02.c. Devise and implement methods to obtain feedback from team members on their experiences after completing workplace and community projects.	Textbook: pg. 483 (Suggested Activities #2, 7), 533 (Suggested Activities #4, 5)
CRP.12.01.03.a. Identify and categorize components of cultural and global competence (e.g., awareness, attitude, understanding cultural differences, etc.).	Textbook: pg. 483 (Thinking Critically #1–3; Suggested Activities #3), 533 (Suggested Activities #4, 5)
CRP.12.01.03.b. Assess the need and benefit for cultural and global competency and apply these competencies in team settings at work and in the community.	Textbook: pg. 483 (Thinking Critically #1–3; Suggested Activities #2, 3), 533 (Suggested Activities #4, 5)

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Standards and Indicators	G-W Content
CRP.12.01.03.c. Evaluate personal level of cultural and global competence and implement plans for growth and improvement in workplace and community situations.	Textbook: pg. 483 (Thinking Critically #1–3; Suggested Activities #2, 3), 533 (Suggested Activities #4, 5)
CRP.12.02. Create and implement strategies to engage team members to work toward team and organizational goals in a variety of workplace and community situations (e.g., meetings, presentations, etc.).	Textbook: pg. 483 (Thinking Critically #1–3; Suggested Activities #1–3), 533 (Suggested Activities #1, 4, 5)
CRP.12.02.01.a. Identify and summarize effective strategies used to engage team members to accomplish goals.	Textbook: pg. 483 (Thinking Critically #1–3; Suggested Activities #2), 533 (Suggested Activities #4, 5)
CRP.12.02.01.b. Assess team dynamics and match strategies to increase team member engagement.	Textbook: pg. 483 (Thinking Critically #1–3; Suggested Activities #2), 533 (Suggested Activities #4, 5)
CRP.12.02.01.c. Create and implement novel strategies to engage team members based on the situation.	Textbook: pg. 483 (Thinking Critically #1–3; Suggested Activities #2), 533 (Suggested Activities #1–5)
CRP.12.02.02.a. Examine and summarize workplace and community situations where it is important to engage team members to meet team and organizational goals (e.g., meetings, presentations, etc.).	Textbook: pg. 483 (Thinking Critically #1–3; Suggested Activities #2), 533 (Suggested Activities #1–5)
CRP.12.02.02.b. Select strategies to engage team members and apply in a variety of situations.	Textbook: pg. 483 (Thinking Critically #1–3; Suggested Activities #2), 533 (Suggested Activities #1–5)
CRP.12.02.02.c. Evaluate the effectiveness of strategies to engage team members in a variety of workplace and community situations.	Textbook: pg. 483 (Thinking Critically #1–3; Suggested Activities #2), 533 (Suggested Activities #4, 5)