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| **TEXAS CTE LESSON PLAN**  [www.txcte.org](http://www.txcte.org) | |
| **Lesson Identification and TEKS Addressed** | |
| **Career Cluster** | Hospitality and Tourism |
| **Course Name** | Principles of Hospitality and Tourism |
| **Lesson/Unit Title** | The Balancing Act: Managing a Career and Family |
| **TEKS Student Expectations** | **130.252. (c) Knowledge and Skills**  (1) The student applies academic skills for the hospitality and tourism industry. The student is expected to:  (E) Infer how scientific principles are used in the hospitality and tourism industry  (4) The student develops an understanding of time management, decision making, and prioritization. The student is expected to:  (A) Identify and apply effective practices for managing time  (B) Analyze the benefits of balancing career and home life |
| **Basic Direct Teach Lesson**  (Includes Special Education Modifications/Accommodations and  one English Language Proficiency Standards (ELPS) Strategy) | |
| **Instructional Objectives** | **Students will:**   * Analyze the demands of employment in the hospitality and tourism industry * Identify steps to time management * Analyze time-saving techniques * Illustrate a 30-day calendar of activities * Balance objects representing a career, family, time, energy and leisure activities understand the scientific principles of physics and geometrical shapes |
| **Rationale** | One of the challenges in life is balancing work, family, hobbies, and other activities we like to do. The demands of a job sometimes leave us with little time to enjoy leisure activities. In this lesson, we are going to learn some time-saving techniques and team-building skills to balance work and family. |
| **Duration of Lesson** | Three 45-minute class periods |
| **Word Wall/Key Vocabulary**  *(ELPS c1a, c, f; c2b; c3a, b, d; c4c; c5b) PDAS II (5)* | **Balance:** To keep something in a steady position so that it is even  **Career:** An occupation undertaken for a significant period of a person’s life and with opportunities for progress  **Decision:** A conclusion or resolution reached after consideration  **Energy:** The strength and vitality required for sustained physical or mental activity  **Family:** A group consisting of parents and children living together in a household  **Leisure:** Free time  **Time Management:** The act or process of planning and exercising conscious control over the amount of time spent on specific activities, especially to increase effectiveness, efficiency or productivity |
| **Materials/Specialized Equipment Needed** | **Equipment:**   * Computer with projector for PowerPoint presentation   **Materials:**   * Cardstock (white or colored) * Markers   **Supplies:**   * Balance scale * Batteries (may represent energy) * Clock (representing time) * Family magazines (may represent family photo albums) * Hotel electronic room keys (may represent career) * Menus (representing career) * Rubber bands (may represent the circle of life) * Straws (may represent leisure activities) * Sunglasses (may represent leisure activities) * Travel brochures (may represent career)   Other objects available may be used to represent careers, family, time, energy, and leisure activities.  Copies of handouts  **PowerPoint:**   * The Balancing Act: Managing a Career and Family – Principles of Hospitality and Tourism   **Technology:**   * Free iPad App:   + Schedule Planner HD  You get more done when you start out with a clear plan<https://itunes.apple.com/us/app/schedule-planner-hd/id447359837?mt=8> * Infographics: * How To Achieve Work Life Balance  Set priorities, manage your time, say no with a smile are a few of the tips to balance life and work.<http://visual.ly/how-achieve-work-life-balance>   **Graphic Organizers:**   * Personal Activities Calendar * The Balancing Act – Managing a Career and Family Notes * The Balancing Act – Managing a Career and Family Notes (Key)   **Handouts:**   * Rubric for Participation in The Balancing Act Activity * The Balancing Act Activity * Way to Go Certificate |
| **Anticipatory Set**  (May include pre-assessment for prior knowledge) | **Before class begins:**  Become familiar with the following video and website as students will be attempting this procedure in the Independent Practice section:   * Balancing Act – Sick Science! #130  With a little knowledge of physics and geometrical shapes, you can perform this balancing act<http://youtu.be/CnejrcOhj5g> * Balancing Act – Cylinder Strength  A piece of paper uses physics to balance a textbook… and much more! [http://www.stevespanglerscience.com/lab/experiments/balancing-act-cylinder-strength#](http://www.stevespanglerscience.com/lab/experiments/balancing-act-cylinder-strength)   Display as many of the supplies listed in the Materials or Specialized Equipment Needed section as you have available.   Download the song Don’t Blink by Kenny Chesney (2007) and play it as students enter the classroom or view the YouTube video of the lyrics.   * Kenny Chesney – Don’t Blink  The song is about time passing too quickly<http://youtu.be/4f0p5KqdU9U> * Lyrics – Don’t Blink – Kenny Chesney<http://youtu.be/LpKBMywiEjw>   Ask students the following questions:   * Have you heard this song before? * What do you think the song means? * What should we do about time spent at work? * What should we do about time spent with family? * How do you think your parents balance their work and family? * What will you do differently?   Option: The song Cat’s in The Cradle by Harry Chapin also talks about balancing work and family.   * Harry Chapin – Cat’s in The Cradle (Lyrics) The song is told in first-person by a father who is too busy to spend time with his son.<http://youtu.be/WBcdBQM01pE>   This song has been featured in the following movies and T.V. shows:   * Family Guy * Modern Family * Shrek the Third (sung by Donkey) * The Middle * The Office * The Simpsons (three times) * Two and a Half Men |
| **Direct Instruction \*** | Introduce lesson objectives, terms, and definitions.  Distribute graphic organizer The Balancing Act: Managing a Career and Family Notes so that students may take notes during slide presentation.  Introduce PowerPoint The Balancing Act: Managing a Career and Family – Principles of Hospitality and Tourism and lead a discussion on the importance of balancing a job and family.  View video from NBC News:   * Families Struggling for Work-Life Balance A new study released from the Pew Research Center found 37% of mothers say they want to work fulltime, due, in large part, to the recession and financial insecurity.<http://www.nbcnews.com/video/nightly-news/51186744/#51186744>   *Individualized Education Plan (IEP) for all special education students must be followed. Examples of accommodations may include, but are not limited to:*   * check for understanding * provide copy of slide presentation |
| **Guided Practice \*** | Distribute graphic organizer Personal Activities Calendar and have students fill in the dates for the appropriate month.  Discuss the importance of time management and stress that learning to manage their busy schedules early on will lead to lifelong planning.  Students should include their personal activities for 30 days (examples are included).  *Individualized Education Plan (IEP) for all special education students must be followed. Examples of accommodations may include, but are not limited to:*   * check for understanding * allow extra time for assignment |
| **Independent Practice/Laboratory Experience/Differentiated Activities \*** | Divide the class into subgroups of four.  Reinforce the importance of balancing work, family, time, energy, and leisure activities.  Share some examples of how you have balanced your family, career, time, and energy.  Refer to handout The Balancing Act Activity to outline the hands-on activity.  *Individualized Education Plan (IEP) for all special education students must be followed. Examples of accommodations may include, but are not limited to:*   * encourage participation * peer tutoring |
| **Lesson Closure** | Review the lesson objectives, terms, and definitions.  Play the YouTube video again and discuss the words to the song.   * Kenny Chesney – Don’t Blink The song is about time passing too quickly<http://youtu.be/4f0p5KqdU9U>   Have students write a reflection paper on how this song may affect them now and/or in the future. |
| **Summative/End of Lesson Assessment \*** | Students will demonstrate their balancing project to the class and will be assessed with a visual observation.  This activity is designed to be a fun teambuilding assignment.  Optional: Distribute Rubric for Participation in The Balancing Act Activity as an assessment.  Distribute Way to Go Certificate to the groups who could exhibit the teambuilding and problem-solving skill of “Balancing a Career and Family Activity.”  *Individualized Education Plan (IEP) for all special education students must be followed. Examples of accommodations may include, but are not limited to:*   * monitor progress * praise participation |
| **References/Resources/**  **Teacher Preparation** | **Textbooks:**   * Kelly-Plate, J., & Eubanks, E. (2004). *Today’s teen.* New York, NY: Glencoe/McGraw-Hill. * Reynalds, J.S. (2010). *Hospitality services: Food & lodging.* Tinley Park, IL: Goodheart-Willcox Company.   **Websites:**   * Balancing Act – Cylinder Strength  A piece of paper uses physics to balance a textbook… and much more! [http://www.stevespanglerscience.com/lab/experiments/balancing-act-cylinder-strength#](http://www.stevespanglerscience.com/lab/experiments/balancing-act-cylinder-strength)   **YouTube:**   * Kenny Chesney – Don’t Blink  The song is about time passing too quickly<http://youtu.be/4f0p5KqdU9U> * Harry Chapin – Cat’s in The Cradle (Lyrics)  The song is told in first-person by a father who is too busy to spend time with his son.<http://youtu.be/WBcdBQM01pE> * Balancing Act – Sick Science! #130  With a little knowledge of physics and geometrical shapes, you can perform this balancing act<http://youtu.be/CnejrcOhj5g>   **Video:**  Families Struggling for Work-Life Balance A new study released from the Pew Research Center found 37% of mothers say they want to work fulltime, due, in large part, to the recession and financial insecurity.<http://www.nbcnews.com/video/nightly-news/51186744/#51186744> |
| **Additional Required Components** | |
| **English Language Proficiency Standards (ELPS) Strategies** | * Word wall * Draw visual representations of terms on word wall * Add terms and definitions to personal dictionary * Utilize Four Corners Vocabulary/Word Wall Activity |
| **College and Career Readiness Connection[[1]](#footnote-1)** |  |
| **Recommended Strategies** | |
| **Reading Strategies** | Students may read the following articles:   * How to Establish Your Work/Life Balance  Many of us struggle to thrive in our careers and maintain our personal lives. There is so much going on for many of us—that it’s just so hard to balance it all.<http://www.ehow.com/how_5337531_establish-worklife-balance.html> * How to Create Work-Life Balance  As demands at work increase, it may become more difficult to maintain a healthy balance between your job and the rest of your life.<http://www.ehow.com/how_8332666_create-worklife-balance.html> * The Effects of Work & Life Balance  Maintaining a balance between work and life is essential for well-being and stress management.<http://www.ehow.com/info_8622473_effects-work-life-balance.html>   **Reading Strategy:**  Encourage students to connect reading to their life experiences or prior knowledge. |
| **Quotes** | The challenge of work-life balance is without question one of the most significant struggles faced by modern man. **-Stephen Covey**  There’s no such thing as work-life balance. There are work-life choices, and you make them, and they have consequences. **-Jack Welch**  I like work/life separation, not work/life balance. What I mean by that is, if I’m on, I want to be on and maximally productive. If I’m off, I don’t want to think about work. When people strive for work/life balance, they end up blending them. That’s how you end up checking email all day Saturday. **-Timothy Ferriss** |
| **Writing Strategies**  **Journal Entries + 1 Additional Writing Strategy** | **Journal Entries:**   * The song Don’t Blink reminds me of …. * Both of my parents work and I wish they would spend more time with me doing …. * Many jobs in this century now require lots of extra time. I plan to …… (limit, work) so that I can ….   **Writing Strategy:**  RAFT   * Role: tour guide * Audience: 5th grade school group * Format: itinerary   Topic: schedule for visit to tour museum |
| **Communication**  **90 Second Speech Topics** | * Three things I like to do in my free time are …. * My hobbies include …… |
| **Other Essential Lesson Components** | |
| **Enrichment Activity**  (e.g., homework assignment) | **Infographic:**  Infographics are graphic visual representations of information, data or knowledge intended to present complex information quickly and clearly.  The infographic below is related to this lesson. Allow students to view the image on a projector and lead a discussion concerning the information provided.   * How to Achieve Work Life Balance Set priorities, manage your time, say no with a smile are a few of the tips to balance life and work.<http://visual.ly/how-achieve-work-life-balance>   **TED Talks:**  TED is a nonprofit organization devoted to spreading ideas, usually in the form of short, powerful talks (18 minutes or less). The video below is related to this lesson. Allow students to view the video and lead a discussion concerning the TED Talk.  The idea for The Balancing Act Activity came from this Ted Talk video:   * Tom Wujec: Build a tower, build a team Tom Wujec presents some surprisingly deep research into the “marshmallow problem” a simple team-building exercise that involves dry spaghetti, one yard of tape and a marshmallow. Who can build the tallest tower with these ingredients? And why does a surprising group always beat the average?<http://www.ted.com/talks/tom_wujec_build_a_tower>   Challenge students to do this activity as well. |
| **Family/Community Connection** | Create a family calendar (print or digital) to keep track of birthdays, anniversaries, appointments, activities, games, and other important information. Assist your family in keeping the calendar updated weekly so events are not missed. |
| **CTSO connection(s)** | **Family, Career and Community Leaders of America**  <http://www.fcclainc.org>   * Culinary Arts A team event – recognizes participants enrolled in occupational culinary arts/food service training programs for their ability to work as members of a team to produce a quality meal using industrial culinary arts/food service techniques and equipment * Illustrated Talk An individual or team event – recognizes participants who make an oral presentation about issues concerning Family and Consumer Sciences and/or related occupations. Participants use visuals to illustrate content of the presentation. |
| **Service Learning Projects** | Successful service learning project ideas originate from student concerns and needs. Allow students to brainstorm about service projects pertaining to lesson. [www.ysa.org](http://www.ysa.org)  Example: Students may provide team building activities at local community events or fairs. |

1. Visit the Texas College and Career Readiness Standards at <http://www.thecb.state.tx.us/collegereadiness/CRS.pdf>, Texas Higher Education Coordinating Board (THECB), 2009. [↑](#footnote-ref-1)