CCTC - Common Career Technical Core Standards

TITLE: **Cyber Literacy for the Digital Age**

ISBN: 978-1-934422-64-9

#	Standard	Text Correlation	Correlation Narrative
2	*Apply appropriate academic and technical skills:* *Career-ready individuals readily access and use the knowledge and skills acquired through experience and education to be more productive. They make connections between abstract concepts with real-world applications and they make correct insights about when it is appropriate to apply the use of an academic skill in a workplace situation.*	CHs 1-16: technical vocabulary CH 8: create a social media website CH 11: composing an e-mail on a professional level CH 6: business letter writing CH 13: Design a shield icon CH 2: Conducting Internet research	The Student will demonstrate a basic working knowledge of computers and a familiarity with using the Internet effectively, responsibly and safely. The student will follow written instructions to produce documents and present data based on real world scenarios. Students will read and understand implied messages to understand how the skills in each lesson might be applied in real life. Assignments include: technical vocabulary, letter writing, e-mail, graphic design, creating a social media website.
4	*Communicate clearly, effectively and with reason:* *Career-ready individuals communicate thoughts, ideas and action plans with clarity, whether using written, verbal and/or visual methods. They communicate in the workplace with clarity and purpose to make maximum use of their own and others' time.*	CH 1-16: reflective writing CH 1: RAP song project CH 5: debate on cyber threats CH 9: debate on mobile devices and driving CH 11: e-mail composition	One of the most important and essential skills a person needs to succeed in life is effective and professional communication skills. In each chapter the student will write reflectively on a variety of cyber issues. Students will demonstrate effective communication through a variety of assessments to include: group RAP song project, classroom discussion and debate on cyber threats and on mobile devices and driving, e-mail composition, and a netiquette tips poster.

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6	*Demonstrate creativity and innovation: Career-ready individuals regularly think of ideas that solve problems in new and different ways, and they contribute those ideas in a useful and productive manner to improve their organization. They can consider unconventional ideas and suggestions as solutions to issues, tasks or problems, and they discern which ideas and suggestions will add greatest value. They seek new methods, practices and ideas from a variety of sources and seek to apply those ideas to their own workplace. They take action on their ideas and understand how to bring innovation to an organization.*	CH 1: RAP song promoting cyber citizenship CH 4: Tip sheet on identity theft CH 5: Poster CH 6: Board game on computer protection CH 8:Social media website CH 10: Collage or tip sheet for safe e-shopping	In each chapter, instruction and sample solutions are provided to guide the student, but in such a way as to encourage experimentation and inquiry toward a more efficient way to get to the same outcome. The student plans and produces a variety of writings, designs, posters, website ideas and a board game to illustrate concepts learned in the text.
8	*Utilize critical thinking to make sense of problems and persevere in solving them : Career-ready individuals readily recognize problems in the workplace, understand the nature of the problem, and devise effective plans to solve the problem. They are aware of problems when they occur and take action quickly to address the problem. They thoughtfully investigate the root cause of the problem prior to introducing solutions. They carefully consider the options to solve the problem. Once a solution is agreed upon, they follow through to ensure the problem is solved, whether through their own actions or the actions of others.*	CH 1-16: Problem solving writing assignments; "What Would You Do"? CH 3: Cyberbullying CH 4: How to avoid Identity theft CH 15: Advising on the benefits of unplugging; writing an editorial	In each task, the student is presented with material that he/she must read, comprehend and apply to articulate a solution or opinion. Students will identify the task outcome and be able to troubleshoot and revise along the way, either individually or through group discussion and debate.
11	*Use technology to enhance productivity: Career-ready individuals find and maximize the productive value of existing and new technology to accomplish workplace tasks and solve workplace problems. They are flexible and adaptive in acquiring and using new technology. They are proficient with ubiquitous technology applications. They understand the inherent risks -- personal and organizational -- of technology applications, and they take actions to prevent or mitigate these risks.*	CH 7: Creating a works cited page; research and evaluate websites CH 12: Create a technology self-portrait CH 14: Tracking your own digital trail CH 16: Using technology to conduct a cyber career search; discussion of future technology	Students will understand the concepts and technologies used today by career-ready individuals to communicate and work within the cyberworld. Through experimentation and inquiry, the student will apply alternative ways to respond to the assessment tasks assigned. Students look to the future with regard to how they will use technology in everyday life and what that technology will look like.