**TEXAS CTE LESSON PLAN**

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| **Lesson Identification and TEKS Addressed** | |
| **Cluster** | Hospitality and Tourism |
| **Course** | Travel and Tourism Management |
| **Lesson/Unit Title** | Federal Agencies + Travel = Quality Control |
| **TEKS Student Expectations** | **130.258. (c) Knowledge and Skills**  (2) The student gains academic knowledge and skills required to pursue the full range of career and postsecondary education opportunities within the travel and tourism industry.  (A) The student is expected to organize oral and written information  (5) The student understands roles within teams, work units, departments, organizations, inter-organizations systems, and the larger environment of the travel and tourism industry.  (B) The student is expected to implement quality-control systems and practices  (C) The student is expected to develop and manage plans to accomplish organizational goals  (11) The student uses technical knowledge and skills required to pursue careers in the travel and tourism industry.  (A) The student is expected to develop job-specific technical vocabulary |
| **Basic Direct Teach Lesson** | |
| **Instructional Objectives** | **Students will:**   * Identify federal agency abbreviations, name and purpose * Understand the purposes of a passport, tourist card and a visa * Research federal agencies and their relationship with the travel and tourism industry |
| **Rationale** | Traveling to foreign countries requires a lot of planning and preparation. Being able to identify the requirements for various countries will provide needed information to travelers. Many federal agencies are available to assist us. Let’s find out the functions of these agencies and how what they do relates to the travel and tourism industry. This knowledge will benefit you in your careers in the industry. |
| **Duration of Lesson** | Four 45-minute class periods |
| **Word Wall** | **Federal agencies:** Special government organizations set up for a specific purpose such as the management of resources, financial oversight of industries or national security issues  **Passport:** A formal document issued by an authorized official of a country to one of its citizens that is usually necessary for exit from and reentry into the country, that allows the citizen to travel in a foreign country in accordance with visa requirements and that requests protection for the citizen while abroad  **Quality control:** A system for verifying and maintaining a desired level of quality in an existing product or service by careful planning, use of proper equipment, continued inspection and corrective action as required  **Tourist card:** A citizenship identity card issued to a tourist usually for a stated period in lieu of a passport or a visa  **Visas:** An official mark or stamp on a passport that allows someone to enter or leave a country usually for a reason |
| **Materials/Specialized Equipment Needed** | **Equipment:**   * Computer with projector for PowerPoint presentation * Computers with Internet access (Be sure to follow district guidelines for internet access.) * Light projector (Elmo)   **Materials:**   * Cardstock * Clear sheet protectors (optional) * Images of federal agencies * Scotch tape * Zip-lock bags   **Supplies:**   * Passport (optional) * Visa (optional) * Copies of handouts   **PowerPoint:**   * Federal Agencies + Travel = Quality Control * Presentation Notes – Federal Agencies + Travel = Quality Control   **Technology:**   * Free iPad Apps:   + I’m Stuck Allows delayed commuters around the country to directly and immediately email their U.S, Representatives, or Senator to share their frustration.<https://itunes.apple.com/us/app/im-stuck/id657757666?mt=8> * Infographics:   + U.S. VISAWAIVERPROGRAM (VWP) TO INCLUDEBRAZIL Brazil is a massive market for travel to the United States, with both strong demand and financial means for international travel. Admitting Brazil to the VWP would generate record-breaking levels of reciprocal travel and positively impact the economies of both countries.   **Handouts:**   * Anticipation Guide: Federal Agencies + Travel = Quality Control * Anticipation Guide: Federal Agencies + Travel = Quality Control (Key) * Federal Agency Investigation Research * Foreign Travel Plan * Rubric for Federal Agency Investigation   **Teacher Resource:**   * Federal Agency Matching Activity * Passport Application |
| **Anticipatory Set** | **Before class begins:**  Print and cut apart the Teacher Resource Federal Agency Matching Activity. Prepare a set for each group and place cards in a zip-lock bag. This activity will be used in the Guided Practice section.  Distribute the handout Anticipation Guide: Federal Agencies + Travel = Quality Control and instruct students read each statement and place a check mark to the right of each statement they THINK is true. After the lesson, the students will reread each statement and place a check mark to the left of the statements they KNOW are true. They should also provide information the PROVES other statements which are not true.  Ask students the following questions:   * Why are there so many rules to follow when flying? * How many federal agencies oversee the travel and tourism industry? * Are we protected when we visit other countries?   Allow time for discussion. |
| **Direct Instruction with Special Education Modifications/Accommodations** | Introduce objectives, terms and definitions.  Select and distribute a handout or graphic organizer from the Instructional Strategies drop down menu in Classroom Essentials or instruct students to take notes in their journal books or on their own paper.  Introduce the PowerPoint Federal Agencies + Travel = Quality Control. Students will be expected to take notes while viewing the slide presentation. Allow time for classroom discussion.  View the YouTube® video:   * A Recipe for Applying in Person for a U.S. Passport Applying in person for a U.S. passport is as easy as following a recipe. With this step by step video guide, we give you all of the ingredients you’ll need to make a passport, so you can get out and enjoy a tasty, travel treat!   *Individualized Education Plan (IEP) for all special education students must be followed. Examples of accommodations may include, but are not limited to:*   * highlight materials for emphasis * check for understanding |
| **Guided Practice with Special Education Modifications/Accommodations** | Divide the class into groups of four students.  Place the zip-lock bag of the Federal Agency Matching Activity on each table. Instruct students to match the agency abbreviation to the federal agency name and the mission of each agency.  Follow up with a review of each agency.  Distribute the handout Foreign Travel Plan.  With the same groups, instruct students to log on to the Travel.State.Gov website and choose a country to locate the needed information. This plan will assist them in accomplishing organizational goals for the traveler.  Display a copy of the Passport Application on a light projector and discuss each section with the students.  Students should be aware of the rules and regulations required to obtain a passport.  *Individualized Education Plan (IEP) for all special education students must be followed. Examples of accommodations may include, but are not limited to:*   * work with a peer tutor * encourage participation |
| **Independent Practice/Laboratory Experience with Special Education Modifications/**  **Accommodations** | Divide the class into groups of two or three students.  Read the following scenario:  You have secured an internship with the U.S. Travel Association for the spring semester. Along with other interns, you have been given the task of researching federal agencies to gather information about their relationship with the travel and tourism industry. Design and create a visually appealing presentation with facts and information for the selected agency how the agency affects the quality control of the industry.  Place the Federal Agencies Name cards from the Federal Agency Matching Activity in a basket and ask a student from each group to select a card.  Distribute the Federal Agency Investigation Research and explain the details.  Distribute the Rubric for Federal Agency Investigation so that students know what is expected.  *Individualized Education Plan (IEP) for all special education students must be followed. Examples of accommodations may include, but are not limited to:*   * shorten assignment * peer tutor |
| **Lesson Closure** | Review lesson objectives, terms and definitions.  Re-distribute the student’s Anticipation Guide: Federal Agencies + Travel = Quality Control and instruct students to reread each statement and place a check mark to the right of the statements they KNOW are true. Instruct them to provide information the PROVES other statements which are not true. Review these and answer questions in class. |
| **Summative/End of Lesson Assessment with Special Education Modifications/Accommodations** | Students will be assessed with appropriate rubric.  *Individualized Education Plan (IEP) for all special education students must be followed. Examples of accommodations may include, but are not limited to:*   * praise participation * opportunity to respond orally |
| **References/Resources** | **Images:**   * Shutterstock® images. Photos obtained with subscription.   **Textbooks:**   * Mancini, M. (2013). *Access: Introduction to travel and tourism.* Clifton Park, NY. Cengage Learning. * Reynolds, J. S. & Chase, D. M. (2014). *Hospitality services.* Tinley-Park, Illinois: The Goodheart-Willcox Company   **Websites:**   * Smart Traveler Enrollment Program A free service to allow U. S. citizens and nationals traveling abroad to enroll their trip with the nearest U. S. Embassy or Consulate.<https://step.state.gov/step/> * Travel.State.Gov U.S. Department of State – Bureau of Consular Affairs Safety. Security. Service. Our highest priority is to protect the lives and interests of U.S. citizens overseas.   **YouTube**®**:**   * A Recipe for Applying in Person for a U.S. Passport Applying in person for a U.S. passport is as easy as following a recipe. With this step by step video guide, we give you all of the ingredients you’ll need to make a passport so you can get out and enjoy a tasty, travel treat! |
| **Additional Required Components** | |
| **English Language Proficiency Standards (ELPS) Strategies** | * Add terms and definitions to personal dictionary * Journal entries * Use “word wall” for vocabulary words * Work with a peer tutor * Peer to read materials * Highlighted materials for emphasis * Shortened simplified instructions |
| **College and Career Readiness Connection[[1]](#footnote-1)** |  |
| **Recommended Strategies** | |
| **Reading Strategies** | Allow students to read these articles and websites to find out more about the travel and tourism industry regulations.   * Your Health Abroad If you or a U.S. citizen loved one become seriously ill or injured abroad, a consular officer from the U.S. embassy or consulate can assist in locating appropriate medical services and informing your family or friends * Road Safety Oversees Over one million people are killed in road accidents worldwide every year. Hundreds of U.S. citizens are among those killed and injured in road accidents. * Traveler’s Checklist A trip requires careful planning. Listed are important steps you can take to prepare for a safe trip anywhere outside the United States. In addition, you can search for your destination to view more specific information about that country or area.<http://travel.state.gov/content/passports/english/go/checklist.html>   **Reading strategy:**  Encourage students to “visualize” as they read. Many students are visual learners and will benefit from making sketches or diagrams on scratch paper as they read. Providing students with graphic organizers to help them organize their thoughts is also helpful. |
| **Quotes** | The best way to find yourself is to lose yourself in the service of others **-Mahatma Gandhi**  Service which is rendered without joy helps neither the servant nor the served. But all other pleasures and possessions pale into nothingness before service which is rendered in a spirit of joy **-Mahatma Gandhi**  Without community service, we would not have a strong quality of life. It’s important to the person who serves as well as the recipient. It’s the way in which we ourselves grow and develop **-Dorothy Height**  There is no higher religion than human service. To work for the common good is the greatest creed **-Woodrow Wilson** |
| **Writing Strategies** | **Journal Entries:**   * I would like to work for the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (federal agency) because … * The most important thing about a passport is … * Biometrics can be used for … * The Federal Aviation Administration oversees …   **RAFT (Role/Audience/Format/Topic) writing strategy:**   * + Role – travel agent   + Audience – customer   + Topic – travel advisories for South Africa   + Format – checklist   Prepare a checklist of documents and travel information for a customer who is vacationing in South Africa. |
| **Communication 90 Second Speech Topics** | * Three things everyone needs to know about passports are … * Planning vacations abroad requires … |
| **Other Essential Lesson Components** | |
| **Enrichment activity** | Students may research the history of passports, tourist cards and visas and the changes that have occurred to these documents since 9/11. |
| **Family/Community Connection** | Students may locate information for a country their family would like to travel to find if passports or visas are needed. |
| **CTSO connection** | **Family, Career, Community Leaders of America (FCCLA)**  <http://www.texasfccla.org>   * Hospitality, Tourism and Recreation An individual or team event – recognizes participants who demonstrate their knowledge of the hospitality, tourism and recreation industries and ability to translate their knowledge into a hypothetical or real business. Project must relate to culinary, lodging, recreation, tourism or event coordination. * Interpersonal Communications An individual or team event – recognizes participants who use Family and Consumer Sciences and/or related occupations skills and apply communication techniques to develop a project designed to strengthen communication. |
| **Service Learning Projects** | Successful service learning project ideas originate from student concerns and needs. Allow students to brainstorm about service projects pertaining to this lesson. [www.ysa.org](http://www.ysa.org)  Possible ideas: Students may contact the local passport agency and plan an information day for travelers to secure or renew their passports. |

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)