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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** | Hotel Management |
| **Lesson/Unit Title** | The Balancing Act: Managing a Career and Family – Hotel Management |
| **TEKS Student Expectations** | **130.259. (c) Knowledge and Skills**  (1) The student demonstrates professional standards/employability skills as required by business and industry. The student is expected to:  (D) examine and apply how scientific principles are used in the hotel industry  (5) The student develops principles in time management, decision making, effective communication, and prioritization. The student is expected to:  (A) apply effective practices for managing time, and energy  (B) develop and implement stress-management techniques |
| **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 hotel industry * Identify steps to time management * Analyze time-saving techniques * Illustrate a 30-day calendar of activities * Analyze stress-management techniques * Balance objects representing a career, family, time, energy, and leisure activities |
| **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 timesaving 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 (may represent time) * Family magazines (may represent family photo albums) * Hotel magazine (may represent careers) * Rubber bands (may represent the circle of life) * Straws (may represent leisure activities) * Sunglasses (may represent leisure activities)   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 – Hotel Management   **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>   **TED Talks:**   * 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>   **Graphic Organizers:**   * 12 Stress-Management Techniques * 12 Stress-Management Techniques (Key) * 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 Cat’s in the Cradle by Harry Chapin (1973) and play it as students enter the classroom or view the YouTube of the lyrics.   * 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   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? |
| **Direct Instruction \*** | Introduce lesson objectives, terms, and definitions.  Distribute graphic organizer The Balancing Act: Managing a Career and Family – Hotel Management Notes so that students may take notes during slide presentation.  Introduce PowerPoint The Balancing Act: Managing a Career and Family – Hotel Management 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 organizational skills that will last a lifetime.  Students should include their personal activities for 30 days (examples are included).  Distribute graphic organizer 12 Stress-Management Techniques and discuss with students how they manage stress.  Students should read each technique and write how they would manage stress.  *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.   * 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>   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 were able to exhibit the teambuilding and problem-solving skill of “Balancing a Career and Family Activity.”  Optional: Distribute Rubric for Participation in The Balancing Act Activity as an assessment.  *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:**   * 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:   * Pros & Cons: Working at Big Hotels vs. Small Hotels  In the room accommodations industry you’ll find large corporate chains as well as small boutique establishments and where you choose to spend your hospitality career brings its own assortment of pros and cons<http://www.hcareers.com/us/resourcecenter/tabid/306/articleid/1194/default.aspx> * Top 10 Reasons to Pursue a Hotel Career  A list of 10 reasons why you should “Book Your New Career” in the hotel industry<http://www.hoteljobs.com/2012/03/19/top-10-reasons-to-pursue-a-hotel-career/> * About Hotel Jobs for Teenagers  Whether working the front desk or in a hotel restaurant, hotels are a great place for teens looking for work <http://www.ehow.com/about_4567604_hotel-jobs-teenagers.html>   **Reading Strategy:**  Encourage students to connect reading to their life experiences or prior knowledge. |
| **Quotes** | Touring is tough. You’re almost in a haze because you don’t really know where you are half the time: You’re in a hotel room one moment, and the next thing you know, you’re onstage performing for 60,000 people, then you’re back on an airplane. It’s very hectic and I couldn’t do it without my family. **-Vanessa Hudgens**  I just want to stay in my hotel room, read my book. I enjoy that private time. **-Hope Solo**  If you’re a person who says yes most of the time, you’ll find yourself in the hotel business and the restaurant business. **-Francis Ford Coppola** |
| **Writing Strategies**  **Journal Entries + 1 Additional Writing Strategy** | **Journal Entries:**   * The song Cat’s in the Cradle 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: front desk agent * Audience: hotel general manager * Format: memo   Topic: time off from work to spend with family |
| **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) | **TED Talks:**  TED is a nonprofit 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.   * 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>   * 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. * 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)