Business Education, Computer Literacy, and Careers Mini-Skits

Created by Presenter: Felecia T. Moore, Callaway Middle School – LaGrange, GA

2015 GACTE SUMMER CONFERENCE – COBB GALLERIA CENTER

Middle School Strategies & Projects

Position Your Students (Literally) to Have Fun and Learn in Your Classroom

Do you want to bring your classroom to life? Learn some immediate ways to bring fun and excitement into your teaching via your students' creativity and personalities. Students will immediately be engaged and learn the important ideas of the lessons at the same time. They will remember important concepts through stories, skits, and computerized animations. This presentation will give you some tools to help your students make the connection between the business world, current technology, and your classroom. Hook them, and then teach them!

I have struggled to figure out how to combat boredom in my classroom as I taught my students a subject that they could not envision using in the near future. I know that my students love interactive activities – they love to talk and move. Sometimes too much moving around by students around can quickly lead to chaos without organization. One way to help my students visualize what my lessons are about is through mini-skits. Skits can be used as an activator or as a summarizer. In this packet, I have provided several sample skits, but you can also easily write your own skits.

Option #1: Choose a small group of students to act out the skits. Allow the students approximately 10 to 12 minutes to read over the skit. Students can then present the skit to the entire class. After the presentations, discuss your lesson.

Option #2: Use an animation website to bring your skit to life. The skit can be presented at the beginning of the class as an activator or at the end as a summarizer.

Option #3: Allow your students to animate the skits online using an animation website. The skits can then be presented to the class.

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Topic: Resume'
Standard: MSCM8-3: Students will examine and demonstrate an understanding of employability skills to enhance career success.

Actor #1: I went to apply for a job yesterday and the manager asked me if I had a resume'. I don't even know what a resume' is and even less about how to create one.

Actor #2: I know what a resume is. It is a summary of your work experience. I learned that in Mrs. Moore's class.

Actor #1: Hmmm…well I didn't pay attention in Mrs. Moore's class. I didn't think I would need any of that information. Boy was I wrong.

Actor #2: Well, don't worry. I will help you put a resume' together so that you can get that job you want!
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Topic: Job Interview
Standard: MSCM8-3: Students will examine and demonstrate an understanding of employability skills to enhance career success.

Actor #1: Guess what! I have a job interview tomorrow at Rue 21. I am so excited!

Actor #2: That's great! Do you think you are ready? Have you practiced any interview questions yet?

Actor #1: Uhh no…

Actor #2: You might want to get on that. Interviewers will make their decisions based on how prepared you are. Take a look at this website on my computer. These are some sample questions. Let's practice.
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Topic: Getting Dressed for the Interview
Standard: MSCM8-3: Students will examine and demonstrate an understanding of employability skills to enhance career success.

Actor #1: I have an interview tomorrow and I don't have a thing to wear! Can I borrow your suit?

Actor #2: I think my suit may be a little snug on you. Plus, aren't you interviewing for a job at Chik Fil A? Do you think you should wear a church suit? I have always heard that you should dress according to the position that you are applying for.

Actor #1: I guess you are right. Maybe I can wear my khaki's and a nice polo shirt. What do you think? I will definitely iron everything though.

Actor #2: That's a better choice. Good luck in your interview.
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Topic: Looking for a Summer Job
Standard: MSCM8-3: Students will examine and demonstrate an understanding of employability skills to enhance career success.

Actor #1: Mrs. Moore told us in class that we can get work a part-time job at our age as long as we have a work permit. I think I am going to apply at Publix to be a grocery bagger.

Actor #2: Oh really, I didn't know that. Is that the only place you are going to apply? I am not trying to be negative, but what if they don't hire you?

Actor #1: Thanks for confidence booster! [Roll eyes]

Actor #2: All I am saying is that maybe you should check the minimum age and apply at a few different places to be certain you get a summer job. Also, you should start early. Don't wait until summer to apply for a summer job.

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Topic: Job Rejection/No Call back
Standard: MSCM8-3: Students will examine and demonstrate an understanding of employability skills to enhance career success.

Actor #1: Hey dude, why do keep looking at your phone?

Actor #2: Man, I applied for a job, but they haven't called me yet. It has already been two days!

Actor #1: Aww man, it may take more time than that. Give them a chance. After all, you probably aren't the only one that applied for the job. Don't take it personally.

Actor #2: I guess you are right.
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Topic: Balancing School Work and a Job
Standard: MSCM8-3: Students will examine and demonstrate an understanding of employability skills to enhance career success.

Actor #1: Girl, I need a j-o-b. [Spell out the word 'job'.] I want to get me the new iPhone, but my parents can't afford it.

Actor #2: Well, I heard that Taco Bell is hiring. The only thing is I heard that they schedule teens with all kinds of crazy hours. How many hours per week can you handle?

Actor #1: I don't know. All I know is that I want to work. I will work as many hours as they will give me.

Actor #2: But what about school. Will you have time to study for the classes you need to graduate and go to college?

Actor #3: I am not thinking about college right now, all I want is some money and my new iPhone! Hoo, hoo!

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Topic: Decision Making

Standard: MSBCS-BCSIII-3: The students will demonstrate the ability to problem solve.

Actor #1: Argghhh…I have issues!

Actor #2: What kind of issues?

Actor #1: I have to make some decisions about 8th grade and the rest of my life NOW!

Actor #2: Calm down. Just walk through the decision making process. It will make things a whole lot easier for you.
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Topic: Word Processing

Standard: MSBCS-BCSII-4: The student will utilize word processing software.

Actor #1: Coach Morris assigned us a paper to write. It has to be typed and we must use MLA style for our sources. I have no clue what that means. On top of that I am a slow typist.

Actor #2: Once you complete your research. I'd advised you to use Microsoft Word. Word has a references tab that will help you to format your sources using the MLA format like Coach Morris wants.

Actor #1: Well, what about getting it typed fast.

Actor #2: Sorry man, I can't help you with that. Maybe Mrs. Moore can help you. That is if you become a sixth grader again! {wink and smile}

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Topic: Spreadsheets

Standard: MSBCS-BCSII-5: The student will utilize spreadsheet software.

Actor #1: Hey, can I borrow $10.00? My funds are running kind of low.

Actor #2: Where is your money? Don't you have a part-time job?

Actor #1: Yeah, I have a job, but I don't know where my money goes every week. I need some help with learning to budget my money, I think. Do you have any ideas?

Actor #2: I have two words for you. Microsoft Excel.
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Topic: Publications

Standard: MSBCS-BCSII-9: The student will utilize desktop publishing software.

Actor #1: What is all of this stuff for {look around}, are you having a yard sale?

Actor #2: Actually, my group {club or church} is having a yard Saturday. I am putting together some things to donate and I am also in charge of publicity. I need some flyers.

Actor #1: Microsoft Publisher will be perfect to use. I tell you what, gather some pictures from Google images and write out on paper all of the details and I will help you. Microsoft Publisher is a desktop publishing software that you can use to create flyers.

Actor #2: Thank you for the advice!
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Topic: PowerPoint
Standard: MSBCS-BCSII-7: The student will utilize presentation/multimedia software.

Actor #1: I need to do a presentation for class on the report that we were assigned. Do you have Microsoft Word on your computer?

Actor #2: Microsoft Word? Dude, Microsoft Word is a word processor. You need Microsoft Power Point, it is designed to create presentations.

Actor #1: Calm down. I didn't know.

Actor #2: Well now you do. Just fyi, you can add video and audio along with your cool animations and transitions. I'll help you if you need it. Let me know.
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Topic: Access
Standard: MSBCS-BCSII-6: The student will utilize database software.

Actor #1: Hey Sam, "Do you want to come over and see my collection of baseball cards".

Actor #2: Sure.

Actor #1: I also have a collection of model cars that my dad gave me.

Actor #2: These are nice. Have you thought about using Microsoft Access to set up a database to keep track of your collections? You can print a report from your database and place it off site for safe keeping.

Actor #1: Thanks Sam. I think I will do that. If there is a catastrophe, I would want to file a claim with the insurance company.

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Topic: Websites

Standard: MSBCS-BCSII-8: The student will utilize web page design software.

Actor #1: Mrs. Moore said that we are going to create websites in her class today! I am so excited. I have always wanted my own website!

Actor #2: I am excited too. I can't wait to find all kinds of pictures of my hobby to put on my site.

Actor #1: I love pictures too, but I want to write as much as I can about my hobby so that people keep coming back to my site. I want to give detail so people really 'get me' and want to keep reading. Heck, I may even be able to make some money with advertisements on my site one day.

Actor #2: That's something to think about. You have inspired me to set my site up correctly and have good content, also. Thanks!
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Topic: Computer Hardware

Standard: MSBCS-BCSI-1: Students will identify computer system components.

Actor #1: I don't know why we are discussing computer hardware. I already know everything about computers. I take mine apart at home.

Actor #2: Oh really? So you know what a flash drive, monitor, and cpu is?

Actor #1: I sure do.

Actor #2: Well label this diagram of computer hardware.

Actor #1: Ahh…

Actor #2: Just as I suspected. Pay attention dude.

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Topic: Internet Safety
Standard: MSBCS-BCSI-5: Students will discuss Internet safety and security issues.

Actor #1: Facebook! {Position hands as if you are taking a picture.}

Actor #2: Please don't put that picture of me on Facebook.

Actor #1: Why not?

Actor #2: I learned at school that pedophiles can use photos to create fake profiles of children. I also learned that you should limit what information you put on the internet, because people can steal your identity, also.
Actor #1: Oh. Okay. {Look shocked.}
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Writing Your Own Mini-Skits

Creating your own skits is easy. Start with actual examples you have used in your classes that captured your students' attention. Use only one or two actors, or a maximum of three, write out a brief conversation between them. Make sure you get to the heart of what your lesson will cover quickly. Present the problem to the students in the skit, but you present the solution after the skit is over.

Mini - Skit Template

Topic:
Standard:
Actor #1:
Actor #2:
Actor #1:
Actor #2