

Lesson Plan for Business Information Studies

Topic: Information Management

Teacher: Submitted by Jeanne Roy, Goffstown Area High School,
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Subject: IT & ME Works

Grade: 9

Time: 2 hours

Objectives: At the end of this lesson, students will be able to:

- Identify the ethical issues surrounding plagiarism;
- Demonstrate the ability to correctly summarize the information or credit the author;
- Identify sources for support, both at school and on the Internet

Standards: (Career Development)

- The student will use information-gathering techniques and technologies in collecting, analyzing, organizing, and presenting information
- The student will work effectively with others, including people from diverse backgrounds, and contribute to group efforts by sharing ideas, suggestions, and workloads

Setting: Classroom; Internet use for research component/word processing of resource listing is helpful

Materials: Handout of school-required format (MLA, etc.)—generally available from librarian/information center manager

List of sources to review: specified hard-copy texts or magazines

****Discuss with librarian/info center manager before hand. Depending on student knowledge, a thorough review of your school's resources (Internet and hard copy material) should be done.**

Teacher's Role: Teacher is referred to www.library.ualberta.ca/guides/plagiarism (hard copy attached) for information about plagiarism. Ability to tie the ethics of report writing to business ethics in general (international issues, including bribery) and software piracy. After general review of plagiarism and guidelines, have students access Internet site (preassigned or have students choose) and hard-copy texts. Students are to summarize the information contained in each location, thinking about the plagiarism rules. Material is to be printed and submitted to teacher for evaluation. Students are to also document reference information; be sure to insist on school-required format.

Assessment: Teacher evaluates submitted work as to 1) adherence to school format requirements and 2) summary vs. plagiarism.

School to Career Connection: If possible, invite a researcher from the local newspaper to discuss ethics and accuracy in reporting.

Employability: organizational skills, communication skills

Topic: _____

1. Web site #1 _____

Summary:

Correct Notation:

2. Web site #2 _____

Summary:

Correct Notation:

3. Hard copy source #1

Summary:

Correct Notation:

4. Hard copy source #2

Summary:

Correct Notation:

5. Hard copy source #3

Summary:

Correct Notation: