

Professionalism

Unit 3: Collaboration – Lesson Plan

Description

This unit will prepare students to demonstrate professionalism by using collaboration skills to be an effective team member and leader. Students will describe the characteristics of an effective team, review team roles, and explain how to resolve conflicts. They will identify characteristics of effective leaders in addition to differentiating between different leadership types. Students will also learn to set SMART goals, make leadership decisions, and practice selecting candidates for specific team roles.

Objectives

Lesson 1 – Teamwork

- Explain the benefits of teamwork.
- Model characteristics of effective teamwork to build and maintain healthy interpersonal relationships and reach desired goals.
- Describe common roles and functions of the individual members of a team.
- Recognize factors and situations that may lead to conflict and demonstrate effective techniques for conflict-resolution and consensus-building.

Lesson 2 – Leadership

- Describe the attributes and attitudes of an effective leader.
- Identify common types of leaders.
- Implement the leadership techniques needed for an effective team such as setting goals, selecting team members, and assigning roles.
- Model ways of making leadership decisions and effectively communicating with a team.

Unit Material

The following materials are provided for the teacher and student in this unit:

Materials	Provided for the Teacher	Provided for the Student
Student Worksheets	X	X
Student Worksheet Sample Answers	X	
eLearning Lessons (Videos)	X	X
Teacher PowerPoint Presentations	X	
eLearning Lesson Transcripts	X	
Optional Student Reflection Journal	X	X

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Teacher Preparation

Teacher PowerPoint Presentations:

- You may edit the PowerPoint presentations to meet the needs of your students.
- The slide decks include notes to guide your lectures and discussion. This area is editable for your convenience.
- The slides follow the same topics as the eLearning Lessons (videos). You may use the PowerPoint alone or in conjunction with eLearning lessons in any way you desire.

Student Journals:

- Students will be introduced to journal prompts at the beginning of each lesson.
- These prompts encourage self-reflection. Tell students they are welcome to share or keep their entries private.

Classroom Instruction

To complete this unit, students should do the following:

- Two eLearning lessons: **Lesson 1 - Teamwork** and **Lesson 2 - Leadership**.
- Student worksheets and reflection journals for each lesson.

Assessment

- Unit quiz (each unit has a quiz)
- Module test (a comprehensive test covering all units)
- Other assessment options include verifying that the student worksheets and reflection journals are completed.