

(LPHS) (Principles of Hospitality and Tourism) Outreach Learning
April 27 – May 1, 2020

(Principles of Hospitality and Tourism) Week of (4/27-5/1)

Teacher/Team:
If there are any questions, please
feel free to email me/us at:
(Email Address of the Teacher)

Sharayah Peters
peterss@lpisd.org

Link to TEAMS Folder:

[1st Period](#) / [1st period Academy](#)

Previous Lessons:

ServSafe food handlers content, Technology in the Hospitality and Tourism Industry, Trends in the Hospitality and Tourism Industry, Customer Service in the Hospitality and Tourism Industry, Environmental Issues in the Hospitality and Tourism Industry

Link to: (Resources)

Clever- ICEV

Objectives

Objective / I Can:

- Understand the importance of written communication in the Hospitality and Tourism Industry
- Apply the appropriate use of grammar, spelling and punctuation rules to written communication
- Examine methods to organize information.
- Discover various avenues for research and preparation for communications.

Activities

Student Activities: (Resources, videos for students to use.)

Log in to Clever (on student homepage for lpisd), click on ICEV, then our class. Look for the section: "[Written Communication Practices](#)"

Written Communication Practices:

You will receive two grades for this week.

Written Communication Practices Notes:

1. Under this section there is a powerpoint, six sets of notes, and seven assessments. (They are all short)
2. Open the Powerpoint, and the first notes under the **interactive** tab (Introduction to Written Communication) I suggest opening the notes and powerpoints in two separate windows, then minimizing both windows so you can see them at the same time. As you view the powerpoint

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you will see a title slide after each section. This will let you know it is time to open the next notes assignment. You will go through the powerpoint, and complete all sets of notes:

Introduction to the Written Communication

The Writing Process

Supporting an Argument

Organization for Essays

Grammar, Spelling, and Punctuation

Elements of Professional Writing

3. Once you complete all notes, go to TEAMS for our class, find the assignment that says "Written Communication Practices Notes", open the Assignment and hit "Turn in". (You do not need to attach anything, I will go in to ICEV and get your grade, this will just let me know when you complete it.)
4. Your grade will be an average of the score on all sets of notes.

Written Communication Practices Assessments

1. While you are logged in to ICEV, go back to the "Written Communication Practices" link.
2. You will see 7 assessments. You will take each of these assessments. You have two attempts on each one, so if you do not do well the first time, you can re-take it once.
3. Once you complete **all** of the assessments, log in to TEAMS for our class, find the assignment that says "Written Communication Practices Assessments". Hit turn in. Again, you do not need to attach anything, this will just let me know when you have completed it, and I can retrieve your grades from ICEV.
4. For your assessment grade I will take an average of all 7 assessments. It will be counted as a daily grade, not a test grade.

These assignments are due on 5/04 by 8:00am.

Academic/Instructional Support

Schedule:

Teacher Support - TEAMS

I will be available any time for student support via email. Feel free to email me any questions or concerns you may have about the course going forward. Email peterss@lpsd.org.

Office Hours

My office hours will be from 8am to 12pm Monday-Friday. During this time you can use the teams website to have a live chat on any issues or concerns you may have for immediate response.

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To Be Graded

Assignment for students to submit to TEAMS Folder:

1. Notes on Written Communication practices- an average of the scores on the 6 sets of notes will be taken
2. Assessments on Written Communication Practices- an average of the score on the 7 assessments will be taken

(Explain how the assignment will be assessed)

When is it due? *(Date 5/4/2020)*

What assignments will the student submit?

1. Notes on Written Communication Practices
2. Assessments on Written Communication Practices
- 3.

How will it be submitted?

Electronically, except by individual arrangement.