

This & That

Summer Issue, 2007

Inside this issue:

FutureForce Nebraska.....	2
FutureForce Finance.....	2
Employment Demands in NE.....	3
Careers in Cyber Security.....	4
Masters Degree in Business with Emphasis in Global Leadership ..	4
21st Century Skills.....	4
Fall BMIT Workshops.....	5
Choosing a Digital Projector	6
MPBEA Conference	6
DECA Career Development Con- ference.....	7
Entrepreneurship Web Site.....	7
FBLA Celebrates Success	8
PBL State Leadership Conference Highlights.....	8

STAFF

Bonnie Sibert
Career Field Specialist
Business, Marketing and
Management
bonnie.sibert@nde.ne.gov
402.471.4818

Beverly Newton
Career Field Specialist
Communication and
Information Systems
bev.newton@nde.ne.gov
402.471.4865

Nicole Coffey
Program Specialist, Marketing
nicole.coffey@nde.ne.gov
402.471.4804

Karen Kloch
Office Associate III
karen.kloch@nde.ne.gov
402.471.4817

2007 Conclave

Plan your Conclave experience now for June 29-July 1 in MusicCity USA—Nashville, Tennessee! The Conclave and Professional Conferences includes eight separate conferences-in-a-conference: 1) Sports/Entertainment Business, 2) Entrepreneurship, 3) Business Administration, 4) Marketing Management, 5) Finance, 6) Best Practices in High School Teaching, 7) Best Practices in College Teaching, 8) Travel and Tourism. Conclave registration includes participation in each of the eight conferences; participants may focus solely on one conference or mix and match sessions as desired. Conference details are available at www.Mark-ED.org. Register now to participate in this energizing professional conference!

MarkED
Marketing Education Resource Center

Making the Case for Financial Education in Nebraska

(The entire document is available at <http://www.nde.state.ne.us/BMIT/> – select Curriculum, Personal Finance.)

At the December 2006 Nebraska State Board of Education meeting, NDE staff presented a report detailing the status of financial education in Nebraska public and nonpublic schools. Data collected through the Nebraska Department of Education and the Nebraska Council on Economic Education was compiled for dissemination.

Districts Offering Financial Education—Data provided by the Nebraska Department of Education for the 2005-06 school year indicates that 299 out of 341 or 87.7 percent of the public and nonpublic high schools (9-12) offer at least one financial education course. Two to four financial education courses are offered in 64.4% of Nebraska's high schools.

Districts Requiring Financial Education—The Nebraska Council on Economic Education survey identified that from the 178 high school buildings reporting, 54 public and nonpublic schools require either Personal Finance, Consumer Economics or Economics for graduation. Because every school district

is not represented in the survey, social studies, family consumer science and business teachers are asked to contact Bonnie Sibert if their high school/district requires one semester of financial education for graduation, providing they are not already shown on the current listing. Survey results will be periodically updated at <http://www.nde.state.ne.us/BMIT/> – Surveys.

Financial Education Opportunities for Nebraska students to receive a solid foundation in financial education are varied and readily available. Many, but not all, Nebraska students are graduating with knowledge that prepares them to make sound financial decisions in their personal and professional lives. As Nebraska educators strive to prepare students to attain 21st Century Skills, financial, economic and business literacy is an emerging content area critical to success in communities and the workplace. A financial and economically literate citizenry will pay big dividends in the state's future. Educators will continue to play an important role in preparing Nebraska students to be financially literate consumers in today's global economy.



Are You Changing Schools?

The end of the school finds many of our teachers moving to new teaching positions. If you are leaving your current position and your email address will change, you should unsubscribe from the BMIT listserve. To unsubscribe, complete the following steps:

- Open your web browser to <http://lists.k12.ne.us> and select **BMIT**.
- Scroll down to the "To unsubscribe" section and enter your subscription email address.
- Click on the "Unsubscribe" button to cancel your subscription to the list.

To subscribe after your new email address has been provided, complete these steps:

- Open a web browser to <http://lists.k12.ne.us> and select **BMIT**.
- Under the "Subscribing to" section, enter your email address, name, password and click "Subscribe."
- A confirmation email will be sent to the address you provided.

DECA Career Development

*"Storms make trees take deeper roots."
- Dolly Parton*

FutureForce Nebraska

Have you heard of FutureForce Nebraska? Have you wondered what it has to do with education? FutureForce Nebraska is an organization linking economic, educational and workforce resources to inform K-20 students, their parents and adults in transition about career paths that offer the best opportunity to succeed in Nebraska. The goals of FutureForce Nebraska are:

1. Increase awareness and provide information on economic opportunities of Nebraska Career Pathways to students, adults, educators, workforce constituents, labor organizations and community partners.
2. Reduce the gap between anticipated workforce demand and supply of individuals with essential skills and training needed in targeted economic growth industries.
3. Provide accessible career planning and management tools for students, job seekers, educators and employers.
4. Coordinate, develop and provide resources for professional development and training to K-12, postsecondary education and workforce development entities.

Many partners are working with FutureForce Nebraska to achieve these goals. The partners include the business and industry sector, state agency departments (Department of Economic Development, Department of Education, Department of Health and Human Services, Department of Labor, Department of Roads), State legislators, K-12 schools (including public and private); postsecondary education (including two and four-year public and private institutions), organized labor, chambers of commerce and the Workforce Investment Board.

FutureForce Nebraska and partners are developing career pathways that help K-20 students and adults realize the opportunities for them in Nebraska. These pathways focus on providing a well-educated and trained workforce that can support economic targets that offer high demand, high-skilled jobs for our citizens. The FutureForce pathways are articulated with the Nebraska Department of Education Career Fields and Clusters Model and the National Career Cluster Initiative.

With that introduction to FutureForce Nebraska you may be wondering what does this have to do with business, marketing and information technology. You will want to read on to see the business connection—FutureForce Finance!

FutureForce Finance

As previously identified, FutureForce Nebraska is a collaboration of key partners working to develop career pathways that help students realize employment opportunities in Nebraska. In previous years, these pathways have been focused on Transportation, Warehousing, Distribution and Logistics; Industrial Manufacturing and Engineering Systems; Health Care Sciences and Biotechnology. FutureForce Finance was recently formed to address employee shortages in the area of finance.

Continued on next page

FutureForce Finance continued

FutureForce Finance met for the first time on February 23 at the Omaha Chamber of Commerce with 18 representatives present. This newly formed steering committee operating under the direction of *FutureForce Nebraska* will meet regularly over the next two years to enhance awareness and provide career preparation and training for students (K-20) and adults in the area of finance. The steering committee includes two-year and four-year postsecondary educators and business/industry representatives in each of the Finance Career Cluster pathways. FutureForce Finance will address all five pathways of the Finance Cluster—Accounting, Banking, Corporate Finance, Insurance, and Securities and Investments.

Finance Pathways. Bonnie Sibert gave a brief explanation of the Career Connections website launched by the Department of Education to help all Nebraskans focus their career efforts. Through that website, finance has been identified as one of the top three areas of interest among high school students in Nebraska. Bonnie also provided an overview of the Finance Cluster knowledge and skill statements that have been revised by MarkED. Input from business representatives in 29 states was used to fine-tune these statements. In December, 20 Nebraska business representatives were engaged in focus groups for the Banking and Insurance Pathways.

Developing Dual Credit Courses. On June 22, approximately 40 business representatives and business educators will convene at Southeast Community College-Lincoln for the purpose of developing several dual credit courses for the Finance Career Cluster. Secondary, two-year and four-year postsecondary educators will join business representatives for each of the five pathways and spend the day reviewing the Finance Career Cluster knowledge and skills statements, the newly revised NBEA standards and syllabi/curricula provided by each educator. Postsecondary representatives from each of the community colleges as well as Creighton University, UNO, UNL, Wayne State College and Bellevue University will join 15 secondary teachers, 15 college instructors and 10 businesspersons. Updates about this project will be shared through the BMIT listserve and the Fall ESU workshops that will be conducted by Bev Newton and Bonnie Sibert.

Special thanks to the following secondary business and marketing teachers who will participate: Teresa Feick, Arlington; Marla Thomson, North Platte; Bonnie Malcolm, Laurie Fraser, Lori Anderson, Lincoln Public Schools; Sherry Marks, Wilber-Clatonia; Russ Eusterwiemann, Millard South; Sue Sydow, Lyons-Decatur Northeast; Cindy Talley, Fillmore Central; John Schultz, Kim Kromberg, Omaha Public Schools; Rhonda Gestring, Shelby; Pat Hinkle, Bellevue West; Dawn Friedrich, Wausa and Dennis Krejci, Tri County. At press time the postsecondary teachers involved were not yet confirmed.



Employment Demands in Nebraska

Joan Modrell from the Department of Labor shared important Nebraska Workforce Development information with Nebraska educators at the annual meeting of Perkins grant coordinators. The top 5 occupations showing the greatest demand in Nebraska through the year 2014 are network systems and data communications analysts; physician assistants; computer software engineers, applications; home health aids and medical assistants. Seven of the top 15 occupations in greatest demand between now and 2014 relate to the health care field and five relate to information technology.

The skills in highest demand for jobs through 2014 include soft skills, basic skills and technical skills. According to a 2007 survey conducted by the National Association of Colleges and Employers, the following employee skills or traits rated highest (on a 5-point scale).

Communication skills	4.70
Honesty/integrity	4.70
Interpersonal skills	4.50
Motivation/initiative	4.50
Strong work ethic	4.50
Computer skills	4.40
Analytical skills	4.30
Flexibility/adaptability	4.20
Detail-oriented	4.20
Organizational skills	4.00
Leadership skills	4.00
Self-confidence	4.00

The soft skills have been an important component of the business, marketing and information technology curriculum in the past and should continue to receive emphasis. In addition, career student organizations serve as an excellent vehicle for reinforcing these skills.



*"You always have two choices: your commitment versus your fear."
- Sammy Davis Jr.*

Careers in Cyber Security

According to Scott Newman in his article, "Cyber Security Are You Prepared?" found in the April 2007 issue of *Techniques*, cyber security provides a growing career field in today's world of information technology. Every workforce sector faces enormous challenges in securing their information technology systems. At the same time, organizations are realizing that they do not have a workforce trained in cyber security; therefore, they are seeking to employ individuals specifically prepared to work in cyber security.



Cyber security involves the protection of information, which can be divided into information assurance and digital forensics. Information assurance refers to the techniques and technologies used to protect computers and other IT systems from threats such as viruses, worms, hackers, etc. Digital forensics involves the use of investigative methods and tools in the identification, collection and preservation of electronic data. Most often, digital forensics investigations are conducted with the intent of garnering information on some computer-related conduct, such as counterfeiting money orders. To separate the two areas, remember that information assurance is about trying to keep cyber problems from happening; digital forensics is about investigating them when they do happen. Your students will be excited to learn about the IT career opportunities available to them in cyber security.

Master's Degree in Business with Emphasis in Global Leadership



A venture between the University of Nebraska and The Gallup Organization will grant students a master's degree in business with an emphasis in global leadership. The leadership program, housed in Gallup's Washington, D.C. office, recruits students from around the world.

Students will study ethics, economics, cultural studies and urban planning taught in rigorous nine-day blocks by NU faculty, political leaders and Gallup scientists. Between courses, students will have time for international travel and hands-on business projects led by senior Gallup researchers. In addition, the students will have access to Gallup's new World Poll, a massive database of global opinions on numerous subjects.

21st Century Skills: Project-Based Learning

"Results that Matter: 21st Century Skills and High School Reform," a report issued by the Partnership for 21st Century Skills identifies that "Today's graduates need to be critical thinkers, problem solvers and effective communicators who are proficient in both core subjects and new, 21st-century content and skills. These skills include learning and thinking skills, information- and communications-technology literacy skills and life skills."

The June 2006 issue of *Edutopia* features an article by Bob Pearlman where he shares: "Students of today enter an increasingly globalized world in which technology plays a vital role. They must be good communicators, as well as great collaborators. The new work environment requires responsibility and self-management, as well as interpersonal and project-management skills that demand teamwork and leadership."

One strategy to prepare students for this global working environment is project-based learning, designed to put students into a students-as-workers setting where they learn collaboration, critical thinking, written and oral communication and the values of the work ethic. Project-based learning should not be confused with simply doing activities. Rather project-based learning is complex, rigorous and integrated. Projects should be designed to tackle complex problems requiring critical thinking.

Strategies implemented for project-based learning encompass the following:

- To learn collaboration, students work in teams.
- To learn critical thinking, students take on complex problems.
- To learn oral communication skills, students present.
- To learn written communication skills, students write.
- To learn technology, students use technology to accomplish projects.
- To develop citizenship, students take on civic and global issues projects.
- To learn about careers, students complete internships.

Examples of projects include addressing economic issues as a team of the President's economic advisers or inventing under contract from NASA, new sports that astronauts can play on the moon for exercise. Project-based learning is strongest when projects and courses integrate two or more subjects.

"The summer morn is bright and fresh, the birds are darting by As if they loved to breast the breeze that sweeps the cool clear sky."
- William C. Bryant

Fall BMIT Workshops

What's in store for the fall of 2007? Career fields and clusters, career cluster knowledge and skills statements, program of study, and NebraskaCareerConnections.org are all featured items for the business, marketing and information technology teacher fall workshops.

Secondary and postsecondary business, marketing and information technology teachers and preservice college students are encouraged to attend a 9 a.m. to 3 p.m. workshop in their ESU area. Workshop goals include:

- Discuss strategies for implementing the Business, Marketing and Management Career Field and the Information Technology Career Cluster into your curricula.
- Examine newly revised knowledge and skill statements for the following career clusters: Information Technology, Marketing, Finance, and Business Management and Administration.
- Learn how the Nebraska Career Connections web site has been updated by hands-on exploration in a computer lab setting.
- Explore FutureForce Finance dual credit course materials.
- Provide input for program of study as required by Perkins IV legislation.
- Receive teaching strategies for incorporating mathematics into your existing courses.

To register for the workshop, please call or register online with an ESU in your area at least 5 days prior to the workshop you plan to attend.

Omaha, ESU 3 - September 5, 9 - 3

Preregister through ESU 3 by calling (402) 597-4884

Milford, ESU 6 – September 12, 9 - 3

Preregister through ESU 6 by calling (402) 761-3341, \$10 fee

Beatrice, ESU 5 – September 19, 9 – 3

Preregister through ESU 5 by calling (402) 223-5277

Hastings, ESU 9 – October 3, 9 – 3

Preregister through ESU 9 by registering online at www.esu9.org, \$10 fee

Kearney, ESU 10 – October 4, 9 - 3

Preregister through ESU 10 by using ODIE (www.esu10.org)

Fremont, ESU 2 – October 10, 9 - 3

Preregister online www.esu2.org. Call Tammie at (402) 721-7710 Ext. 207 if you need assistance.

Neligh, ESU 8 – October 11, 9 - 3

Preregister through ESU 8 by calling (402) 887-5041

Scottsbluff, ESU 13 & 14 – October 10, 9 – 3

Western Nebr. Comm. College, Harms Advanced Technology Center, 2620 College Park
Preregister through ESU 13 by calling Cindy at (308) 635-0661

Offered in conjunction with the NSBEA Fall Conference.

For a small fee, lunch will be provided by NSBEA.

North Platte, ESU 15 & 16 – October 11, 9 - 3

New location will be the Center for Enterprise located on the north campus of North Platte Community College at 1101 Halligan Drive. Enter through the front doors and check for room postings at entrance.

Offered in conjunction with the NSBEA Fall Conference.

For a small fee, lunch will be provided by NSBEA. Preregister through ESU 16 by calling Kori at (308) 534-2416 or send email to kherrick@esu16.org.

Columbus, ESU 7 – October 16, 9 - 3

Preregister through ESU 7 by calling (402) 564-5753, Kari Westmeyer

Ainsworth, ESU 17 – October 17, 9 - 3

Preregister through ESU 17 by calling (402) 387-2520

Auburn, ESU 4 – October 24, 9 - 3

Preregister through ESU 4 by calling Mitzi, Margaret or Sue at (402) 274-4354; \$10 fee

Wakefield, ESU 1 – October 31, 9 – 3

Preregister through ESU 1 by calling (402) 287-2061, \$15 fee



Choosing the Right Digital Projector for Your Classroom

Digital projectors can make classroom presentations come alive with animated images and vibrant colors. Today's students are used to full-color, dynamic content from the Internet, digital signage and streaming media—all which can be delivered to their cell phones. According to research from the Kaiser Family Foundation, students in grades 3-12 spend an average of 6 hours and 21 minutes viewing dynamic media—every day!

However, purchasing the right digital projector is not always an easy task. There are three basic types of digital projectors: standard LCD, polysilicon LCD and Digital Light Processing or DLP. Standard LCD sends light through a panel of liquid-crystal glass to control the three primary colors. Polysilicon LCD improves on this process by using three separate liquid-crystal panels. Most digital projects today are DLPs, which use thousands of tiny mirrors to reflect and control the flow of light. The use of many tiny mirrors provides better quality while reducing heat and enabling the machine to be used for longer periods of time.

When selecting a projector, brightness, resolution and cost are the three key factors. The brightness of the projector will determine how easily the digital content is viewed in the classroom. Brightness is measured in lumens. For most classrooms, a projector with 1,000 to 2,000 lumens will be sufficient when used in the daytime with the lights dimmed.

Digital projectors are also measured by the number of pixels displayed on the screen. The higher the resolution, the more fine the detail shown. At the upper end of the resolution spectrum are UXGA (1600 x 1200) and SXGA (1280 x 1024) models, which are used in high-end environments where a large amount of small detail is displayed as one would find in the engineering field. A medium resolution is the XGA (1024 x 768) resolution, which will match the resolution shown on most 17-inch monitors. If the presentation is designed on a 17-inch monitor, it will look the same when projected on the XGA resolution.

Of course, cost increases when the lumens and resolution increase. You will want to purchase the projector with the highest lumens and resolution that your budget can handle. A good rule to follow is: Select a projector whose resolution matches that of the monitor of the computer you will use for the media presentations.

www.glencoe-ezine.com

Five Goals for High-level Literacy Programs

The following goals were developed by High Schools That Work for their network schools. Students will:

- Read the equivalent of 25 books per year across the curriculum.
- Write weekly in all classes.
- Use reading and writing strategies to enhance learning in all classes.
- Write research papers in all classes.
- Complete a rigorous language arts curriculum taught like college-preparatory/honors English.



MPBEA Conference June 13-16

"Invest in Business Education" will allow you to invest in yourself when you attend training on Vista and Office 2007 and participate in sessions on podcasting, classroom energizing activities and security IQ. The 2007 Mountain Plains Business Education Conference held June 13-16 in Overland Park, Kansas, provides you with the opportunity to network with teachers, participate in business tours and learn from professionals all while having a fun, educational experience. Full conference details can be found at www.mpbea.org. Don't miss out!

Conference

The 50th Annual Nebraska DECA State Career Development Conference took place March 15-17 at the Cornhusker Marriott Hotel in Lincoln, Nebraska. The DECA competitive events are designed to evaluate the knowledge, skills and attitudes necessary for career success in a wide array of marketing, management and entrepreneurial professions. Nebraska students participated in more than 35 competitive events, professional development seminars, the Marketing Quiz Bowl and elected state officers. The top 150 students finishing first, second or third in their events will challenge more than 14,000 other students from the United States, the U.S. territories, Canada and Germany during the national competition in Orlando, Florida, at the end of April, to determine the world's best marketing, management and entrepreneurship students.

In addition to the competition, this year's conference was filled with festivities to celebrate Nebraska DECA's 50th anniversary. Many alumni returned for a recognition ceremony and special reception held in their honor. A collection of historical items, pictures and other memorabilia from the last 50 years was on display. A video was shown which celebrated the successes of Nebraska DECA throughout the past half-century. A "Dance through the Decades" was held in which students dressed up in costumes from the fads in the last 50 years and received prizes for best dressed.

The 2007-2008 DECA State Officers are:

- President – Joshua Kelley, Elkhorn High School
- Secretary – Rachael Pickerel, Lincoln East High School
- VP Business Partnerships – David Ross, Millard South High School
- VP Membership Services – Adam Hoffmann, Omaha Burke High School
- VP Publications – Dylan Roberts, Millard West High School
- VP Alumni/Delta Epsilon Chi – Marcy Mantz, Millard North High School

Through all the celebrations and competitions, the 50th Anniversary State Conference was a huge success and Nebraska DECA stands poised and ready to take on the next 50 years.

Entrepreneurship Web Site

DECA, through a collaborative effort with the Ewing Marion Kauffman Foundation, has launched a new project designed to connect high school students to college entrepreneurship programs and to increase the number of students pursuing entrepreneurship education beyond high school. The first phase of the project included the development of the www.entrepreneurU.org web site, which provides students, parents and school personnel with a searchable database of college entrepreneurship programs. The site is designed to bridge the gap between high school students interested in becoming entrepreneurs and postsecondary institutions that have viable entrepreneurship education options. In addition, the site features teacher resources, student resources and scholarship opportunities.

Elementary Keyboarding Workshops

Changes in curriculum are a constant for school districts. If your district is revising or implementing a formalized elementary keyboarding curriculum, then a team of teachers (elementary teacher, computer teacher and/or business teacher) is invited to attend the August 8 workshop presented by Bonnie Sibert and Bev Newton. Teachers will learn keyboarding teaching strategies, preview elementary keyboarding software and review keyboarding scope and sequence plans from Nebraska schools districts.

You can register online for the workshop at www.nde.state.ne.us/TECHCEN/ by selecting Training Workshops.



"Most new jobs won't come from our biggest employers. They will come from our smallest. We've got to do everything we can to make entrepreneurial dreams a reality."

- Ross Perot

FBLA Celebrates Success

Over 1,850 students and advisers from 103 Nebraska schools attended the Nebraska Future Business Leaders of America (FBLA) 2007 State Leadership Conference held March 29-31 in Omaha. Members competed in over 50 chapter, team and individual events.

Nebraska FBLA members presented \$9,895 to Mothers Against Drunk Driving (MADD) as a result of their annual fundraising project. Twin River and Lyons-Decatur Northeast High School FBLA chapters coordinated the fundraising project.

The Nebraska March of Dimes recognized Twin River High School FBLA for raising \$5,050. Twin River and Malcolm High School FBLA chapters received the Mission Triangle Excellence award for promoting the March of Dimes mission. Together Nebraska FBLA chapters contributed \$14,239 to the Nebraska March of Dimes. Nebraska FBLA members also provided 30,621 hours of service to their communities this year.

Liz Shotkoski from The Gallup Organization in Lincoln was named Nebraska FBLA Businessperson of the Year. The Bank of Peru, a branch of Farmers Bank of Cook, nominated by Auburn High School, was named Business of the Year. Dennis Krejci, Tri County High School, received the 2007 Outstanding Local Adviser Award.

The 2007-2008 Nebraska FBLA State Officers are:
 President – Justin Schultis, Fairbury High School
 Vice President – Courtney Leaver, Stanton High School
 Secretary – Kendra Harders, Wood River High School
 Treasurer – Chelsey Meyer, Neligh-Oakdale High School
 Reporter – Doug Malchow, Cambridge High School
 Parliamentarian – Richard Chen, Gibbon High School

PBL State Leadership Conference Highlights

The 2007 Nebraska Phi Beta Lambda State Leadership Conference was held April 13-14 at the Ramada Inn in Kearney. All 12 chapters were represented with 112 in attendance.

One of the highlights included the election of officers for the 2007-08 year. The newly elected officers are:

President – Mike Kistler, UNL
 Vice President of Membership – Sherry Kvasnicka, Peru State College
 Vice President of Communications – Adam Krause, Wayne State College
 Vice President of Finance – Jennifer Roeber, Midland Lutheran College
 Vice President of Technology – Tyler Lemburg, UNL

Appointed as Assistant Vice Presidents were Brian Fandry of UNK and Ryan Dunham of Creighton University.

Sheri Knippelmeyer of Peru State College was named Adviser of the Year. Ms. Knippelmeyer is in her first year as the local adviser for the PSC Chapter and has been instrumental in its growth and success this year. She is an instructor in the College's School of Professional Studies.

Seven of the local chapters were awarded the Gold Level Excellence Award for their outstanding work throughout the year: McCook Community College, Midland Lutheran College, North Platte Community College, Peru State College, University of Nebraska at Kearney, University of Nebraska-Lincoln and York College.



I try to do the right thing with money. Save a dollar here and there, clip some coupons. Buy ten gold chains instead of 20. Four summer homes instead of eight.

- L. L. Cool J

What If Pivot Tables Are Used?

For over 20 years, computer applications classes have covered spreadsheet applications including “what-if” formulas used for data analysis. Another useful data analysis tool is the pivot table, which is a summary table that combines and compares data from a list. The pivot table allows you to rotate or rearrange the rows and columns to see different summaries of the data making the table interactive. You can also sort, filter and generate subtotals all in one report.

Today's businesses require employees to analyze data and make predictions based on the analysis. Pivot tables allow employees to use their problem-solving skills by analyzing data in multiple ways. Are your students ready to use spreadsheet software to its full potential?



It is the policy of the Nebraska Department of Education not to discriminate on the basis of sex, disability, race, color, religion, marital status, age, or national origin in its education programs, admission policies, employment, or other agency programs.

This newsletter was funded by the Carl D. Perkins Vocational and Applied Technology Educational Act, Grant #V048A1002700 with the State of Nebraska.

Products mentioned in this newsletter are not necessarily endorsed or recommended by the Nebraska Department of Education staff; products are mentioned for your information and review.