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A NEWSLETTER FOR NEBRASKA BUSINESS, MARKETING & MANAGEMENT  
COMMUNICATION & INFORMATION SYSTEMS EDUCATORS

FALL  
2016  
ISSUE

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## October 2016 BMIT Standards Workshops

New standards for Communication and Information Systems (CIS) will be featured at the six fall BMIT workshops. Participants will have an opportunity to work with the new CIS standards to provide feedback for CIS course standards. Bonnie Sibert and Jacqui Garrison of the Nebraska Dept. of Education will facilitate the 9 am to 3 pm workshops that will also feature best practice strategies for teaching Economics and Personal Finance to be presented by the Nebraska Council on Economic Education and the Federal Reserve Bank. Your lunch will be sponsored by the Federal Reserve Bank. Online registration will be required and is **now open**.

- **Oct. 4:** Omaha — UNOCommunity Engagement Center, Room 230/231 (6001 Dodge Street, Omaha)
- **Oct. 5:** ESU 6 — 210 Fifth Street, Milford
- **Oct. 12:** Norfolk — Northeast Community College, Norfolk Lifelong Learning Center, Room C & D, 601 East Benjamin Avenue, Norfolk
- **Oct. 18:** Scottsbluff — Western Nebraska Community College, Harms Advanced Technology Center, Room A103, 2620 College Park, Scottsbluff
- **Oct. 19:** North Platte Community College — South Campus, McDonald-Belton Bldg., Room 122, North Platte (located south of interstate at 601 West State Farm Road)
- **Oct. 26:** Grand Island — Central Community College – Room 210-211-212, 3134 West Hwy. 34, Grand Island

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## BEST PRACTICES

### Keyboarding Then and Now by Lincoln Public School

Lincoln Public Schools Middle Level Keyboarding has gone through significant changes in the last 15 years; all of those changes at the 6th grade level. Here we are going to address the length of time the class has been offered, the changes in software taught and the data, particularly speed and accuracy changes that have been collected and recorded over time. We will also review assessments, additional resources we use and supplemental topics we cover at this level.

First, we will take a look at the length of class time. Approximately fifteen years ago, 6th Grade Keyboarding was a year-long class taught every-other day; a few years later it was switched to every-day one semester in length. Seeing how the changes offered the same number of days, a semester, few, if any, changes were required. Next up and for several years the class went to a 12-week rotation, allowing more students to be served with the same number of teachers. Last year, the 2015-16 school year, the class was reduced to 9 weeks, every-other day a semester in length and the name was changed to Computer Skills 6. We were concerned about what we had to cut and how our students' speed and accuracy would be affected.

Over time we have seen changes in software from All The Right Type, to Typing Time and now an online program,

*EduTyping*. We have also seen changes in the Word Processing software from AppleWorks, through several versions of Word and now Google Drive, Google Docs and Google Classroom. We went from teaching (for many years) specific formatting for short reports and personal business letters to a more general formatting including: changing font/font size/font color, working with alignments – left/center/right/justify, Adding styles – bold/italics/underline/strike through, changing line spacing, margins and using cut/copy/paste.

Over the course of time we have always witnessed and recorded data that showed a significant increase in typing speed and accuracy from the time we finish the required course typing lessons, learning the key reaches at about the 9-week mark, until the end-of the class at week 12. We were very concerned that with the latest cut to nine weeks students would not be able to drill and practice this newly learned skill and make that gain in speed and accuracy. We should also mention that our 6th graders also started with one-to-one Chromebooks this year. We were pleasantly surprised! Our latest data actually shows overall speed and accuracy increased this year and although students were not getting the extra drill and practice within the four walls of our classroom, they were getting more screen time overall and continued to improve this much needed skill. The actual results are:

## 12 - Week Format:

- 35+ WPM – 26%
- 25-34 WPM – 35%
- Under 24 WPM – 39%

## 9 - Week Format:

- 35+ WPM – 28%
- 22-34 WPM – 47%
- 10-21 WPM – 24%
- 0-9 WPM-1%

Another new practice is allowing our students to keep their EduTyping login into 7th Grade and using this program for additional drill and practice time for warm-ups and two graded timings in 7th grade. Students are re-time tested at the start of Computer 7 and warm-ups are assigned from 4 different categories based on the student's existing level of speed and accuracy.

What hasn't changed is the use of good technique. Students are still required to have eyes on copy, we still use keyboard covers for the lessons when learning key reaches, sitting up straight and tall, proper finger and return key reaches and not letting our fingers rest on the table. We also continue to teach and practice proofing and editing skills as well, which are a reinforcement from their Language Arts classes. In addition we have been teaching a small amount of Digital Citizenship. There is certainly room for more but time is precious and this is reinforced in other classes as well, especially with the new Chromebooks.

As for assessments we assess timed writings four times during the nine weeks, two for practice (formative-counts 20% toward overall grade) and two fully graded (summative-count 80% toward overall grade). Also graded summatively are a proofing quiz, an editing quiz, a fill in the blank keyboard (paper-pencil fill in the letters A-Z) and 2 formatting assessments. We have created a very specific Pacing Guide for our teachers to follow; especially considering every year we have a lot of teachers who are teaching Computer Skills outside of their certification.

A few additional tools we have found invaluable are the Typing Board.app, Kahoot and the extra games and activities from the book *Games Keyboarding Teachers Play* from B.E. Publishing. We like Boggle and Keyboarding Bingo. Fun bulletin boards are also a bonus in the classroom--especially a giant 3D keyboard made from styrofoam leftovers containers!

We are confident the changes will not stop here but what we know for sure is that Keyboarding is still a valuable skill and essential to our student's growth and development.

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## Professional Development

### NSBEA Fall Conference

It's Time To Get Social! Join us Saturday, October 29, 2016, at the NSBEA Fall Conference in Omaha. Are you a social media newbie? Are you a social media pro? Do you tweet? SnapChat? Are you LinkedIn? Whether you use it or have tried to avoid it, you can't deny that social media is part of our world – and the lives of all students.

Many teachers are still unsure of how to maximize the power of social media in the classroom. During the 2016 NSBEA Fall Conference, hear from fellow teachers on the role that social media has played in their classroom. Gain ideas and lessons that you can take into your classroom to begin incorporating tweets, chats and socializing! Also learn the importance of lessons on digital citizenship and how to increase student awareness of his/her digital footprint.

Although social media is a critical networking and learning platform, our students must be prepared for the face-to-face experiences of their future. Therefore, no one leaves until they BreakOut! Ok not really . . . But have you heard about the current trend for engaging students in collaborative learning through *BreakOut Edu*? Get a chance to experience the game concept that incorporates essential career skills such as teamwork, problem solving and critical thinking.

Don't hesitate, mark your calendar for the NSBEA Fall Conference, Saturday, October 29, 2016! *Registration forms* will soon be online at [nsbea.org](http://nsbea.org). For those coming from out-of-town, registration documentation will include specifics on an available hotel room block and a social/networking opportunity for Friday evening.

Get Social this October with NSBEA!



## ELA Assessment Update

by Valorie Foy, Director  
NDE Statewide Assessment and Accountability

Last year some Nebraska elementary schools participated in a pilot that allowed third- and fourth-grade students to utilize word processing during a practice statewide writing assessment. The results of that pilot are currently being analyzed.

There will be NO third or fourth grade students in Nebraska participating in this pilot during the 2016-2017 school year. During the coming school year students in grades 3 – 8 will take a statewide online English Language Arts assessment but only grades 5–8 will be required to provide a written response (compose at the keyboard). Grades 3 – 4 will use a mouse or keyboard to complete selected response items, such as multiple choice and technology enhanced. Technology enhanced items may include drag and drop, evidence-based selected response, hot-spot highlighting and multiple answer selections from a drop down menu.

This information, provided by Valorie Foy, NDE's Director of Statewide Assessment and Accountability, should be shared with any teachers delivering elementary and/or middle level keyboarding instruction. During our NDE Elementary Keyboarding workshops, we have continued to recommend the **Nebraska Model Scope and Sequence** attached keyboarding model. Teaching keyboarding awareness in PreK - Grade 3 is recommended with touch keyboarding being first taught at grades 3 and/or 4.

Students in grades 5 – 8 will be asked to provide a written response by composing at the keyboard. Does your district's computer scope and sequence prepare students to do their best when taking the statewide online ELA assessment?



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The roots of education are bitter,  
but the fruit is sweet.

~ Aristotle

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## RESOURCES

### MBA Research's New Learning Center

All Nebraska public and nonpublic secondary high schools can now access the updated MBA Learning Center that is being launched by the MBA Research Curriculum Consortium. Nebraska is a member state and Perkins dollars pay for our Enhanced Membership. You may wonder why should you be interested?! For starters it's online and interactive 24/7! Plus, you can pull resources into Google Drive from Canvas.

[Click here](#) for a short YouTube video with more about the new platform that is supported by Canvas. The video is narrated by Brenda Clark, who recently presented at the NCE Conference.

Without paying a dime, Nebraska BMIT teachers will get access to the content and can print handouts and tests, use slides, etc. as with MBA's old product. Each school is eligible for one free teacher license to access all material. This will allow the lead teacher or her designee to access any content of interest. Plus, for this school year only, additional complimentary accounts are available to four additional teachers per school.

If you are a 1:1 school and if your budget allows, you may want to consider purchasing student licenses so that your students can utilize the full power of the MBA Learning Center. Student costs are available at the following prices.

MBA Learning Center: Student Licenses  
MINIMUM ORDER, additional licenses: 10

10 – 100	\$5.25 ea. for first 100 licenses
101+	\$3.85 ea. for any past 100.

One BMIT teacher from each high school will need to send an email to Marsha Dyer at [HelpMe@mbaresearch.org](mailto:HelpMe@mbaresearch.org).

The email should state:

I'm a Nebraska High School teacher and I'd like to request access to the MBA Learning Center for this school year.

Full Name  
Name of School  
Address of School  
City, State Zip  
Email Address

Other teachers that would also like access to the MBA Learning Center from my school are:

Full Name  
Email Address

Full Name  
Email Address

\*\*Please direct questions to  
[HelpMe@MBAResearch.org](mailto:HelpMe@MBAResearch.org)

## Microsoft IT Initiative Update

Nebraska high schools and community colleges were very successful in the 2nd year of the Nebraska Microsoft IT Initiative. The Initiative provides students with the opportunity to become MOS certified in Word, Excel, PowerPoint and Access. Each participating school/college receives 500 MOS exams plus access to online resources.

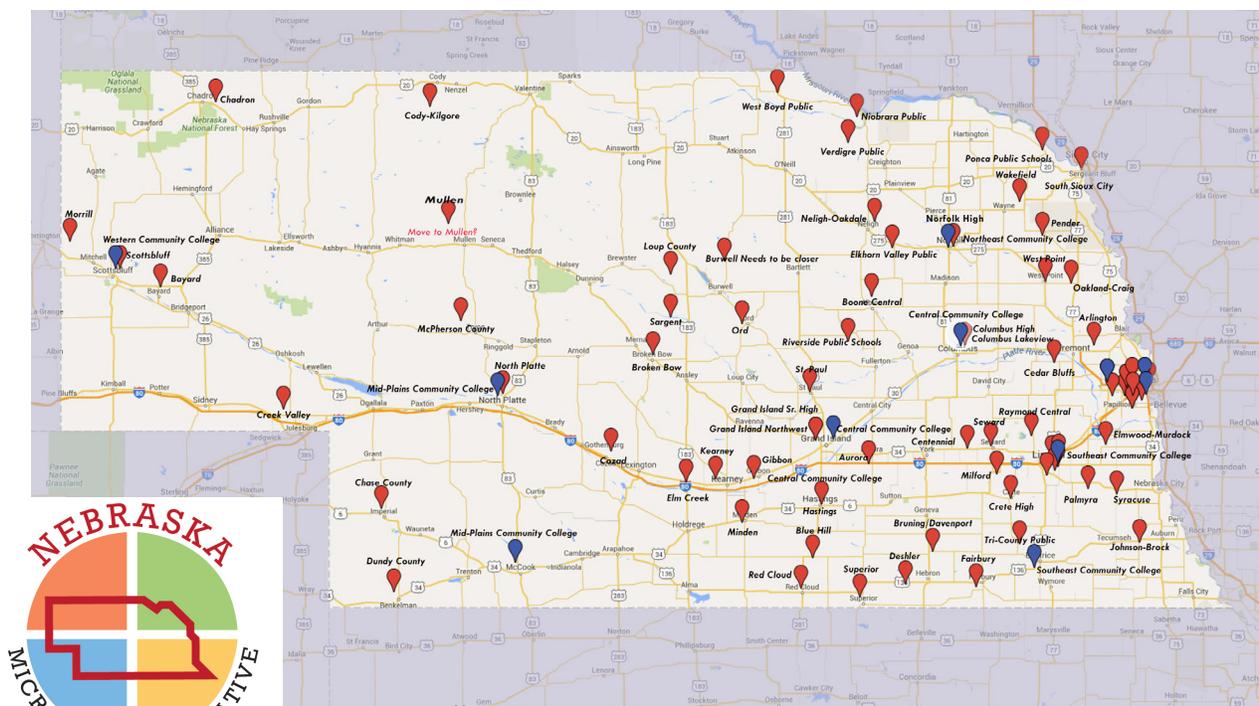
A few of the highlights for 2015-2016 include:

- Six students placing in the top ten of the National MOS Competition in Orlando; two of those placed in the top three.
  - 1st in Excel 2013, Michael Kelly, Papillion-LaVista South High School
  - 3rd in Excel 2013, Ben Galusha, Seward High School
- 2,764 unique students earned certifications
- 4,331 certifications earned by students
- 335 certifications earned by teachers

During the coming year 85 high schools (red) and 12 community colleges (blue) will be involved in the Initiative. A full-day training will be provided in September in Grand Island, North Platte, Norfolk, Lincoln and Omaha. For additional information check out the [Nebraska Microsoft IT Initiative Live Binder](#) located on the BMIT website – Curriculum – Information Technology.

The [2015-2016 Annual Report](#) is also available on the LiveBinder site. Project director for the Initiative is Mona Schoenrock, [schoenrockramona@gmail.com](mailto:schoenrockramona@gmail.com).

**Congratulations to Michael Kelly from Papillion South High School for his 3rd place finish in Excel at the MOS World Championship!**



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## EverFi Reaches Nebraska Students through Online Financial Education Program

Over 9,300 students were reached during the 2015-2016 school year and more than 135 high schools implemented the EverFi - Financial Literacy, a free, digital financial education program. EverFi has partnered with local community banks and Nebraska Educational Saving Trust (NEST) to bring this interactive, web-based financial management program to over 20,000 students since the program's inception in 2012.

"EverFi is proud to have empowered so many students with the essential skills needed to make sound financial decisions. It's a testament to our investment in the Nebraska community," Jessica Feimer said. "It is crucial that our younger generation understand important aspects of personal finance like the difference between wants and needs and how to make a budget, and this course is providing them with the knowledge needed to successfully navigate the increasingly complex financial world we live in."

The 9,350 students reached through EverFi's Financial Literacy Program completed 57,292 individual modules of learning during the 2015-2016 school year. Students' understanding of key financial topics rose by an average 64% based on pre- and post-assessment scores. Among the valuable topics covered were saving, banking, investing, renting versus owning, credit scores, taxes and insurance and consumer fraud.

"Helping students and adults develop a foundation of financial understanding and capability is absolutely critical," said EverFi Founder and CEO Tom Davidson. We are grateful for our partnership with Nebraska schools that are tackling this issue head on and taking positive steps to prepare young people with the criti-

cal financial management skills needed to be savvy, responsible consumers."

EverFi is proud to bring two new programs for the 2016-2017 school year, **FutureSmart** and **Healthy Relationships**. MassMutual has partnered with EverFi, Inc. to bring FutureSmart, an interactive, web-based financial education program to schools at no cost. The course is designed to provide students with a sense of financial values, planning and goal-setting. Students play the role of Mayor of a town in which they help citizens with real-life decisions. The three-hour program includes topics such budgeting and opportunity costs, saving and investments and payment types. FutureSmart can be integrated into unit plans and used during class time, as a capstone project or in a flipped classroom.

The Healthy Relationships course provides students with the tools and strategies to build the social and emotional foundation for positive development and healthy relationships. Comprised of six modules, the program covers key concepts around positive character development, social-emotional learning (SEL), and building healthy relationships. Students engage with true-to-life scenarios that include bystander intervention strategies and positive relationship examples at no cost to schools or taxpayers.

To learn more about the EverFi programs, you may go to [www.everfi.com](http://www.everfi.com) or you may also contact Jessica Feimer, Director of K-12 Programs [jfeimer@everfi.com](mailto:jfeimer@everfi.com) or 402-651-7171. She is available to provide more information about the courses and to train your teachers at no charge.

## Financial Avenue by the Numbers

Americans are falling behind in financial literacy. According to the National Capability Study released in July, almost two thirds of Americans cannot pass a basic financial literacy test – and that represents a 5 percent increase from 2009. A recommended strategy to combat this financial illiteracy includes incorporating financial education into K-12 curriculum. Luckily, Nebraska teachers who use Financial Avenue are ahead of the curve.

As a nonprofit in Lincoln, Nebraska, one of Inceptia's core goals is to expand college access and success through improved personal financial education. As such, Inceptia offers Financial Avenue, our online financial education program, FREE to all Nebraska high school students. With our newly redesigned program launched in September 2015, we are happy to see a significant increase in Nebraska student use over the past year as well as marked increases in knowledge gain scores. Those numbers, shown here, indicate the successful efforts of dedicated educators working hard to turn the tides of financial illiteracy.

We are excited to see even more students build their financial capability this year, and invite all schools to take advantage of this FREE resource.

With Financial Avenue, you have access to:

- Interactive tools, activities, videos and resources.
- Compelling and impactful course content that is adapted to high school learners.
- Educator toolkit containing implementation tools, ideas and student resources.
- Curriculum-based program with proven learning objectives.
- Customized student action plans.

Each of our 10 self-paced online courses are designed to deliver financial education in ways that appeal to students. Courses can generally be completed in 30-45 minutes and are packed with content arranged in short, easily-digestible sound bites. Courses also contain dynamic video content, feature social media capabilities and provide students the ability to actively apply concepts as they learn.

So, how can you use Financial Avenue? Financial Avenue offers great flexibility by allowing you to choose courses, set passing grades and gain access to tools and resources for classroom integration. It can easily be added to your financial education toolkit to utilize alongside other financial education curriculum you may already use. Plus, best practices are provided to give you ideas and strategies for how to fit Financial Avenue into your classroom.

Is your high school ready to take financial education to the next level?

Request a Demo:

<https://fa.financialavenue.org/contact-us/>

Register for Your FREE Account: <https://www.inceptia.org/nebraska-access-code/>

Call to Learn More: 888.529.2028, ext. 6306

 <b>Financial Avenue by the Numbers</b>	
New student registrations during 2015-16 academic year	188
Courses completed by new registrants	288
Average knowledge gain across all courses	67.2%
Top three courses	<ul style="list-style-type: none"> <li>• Foundations of Money</li> <li>• Psychology of Money</li> <li>• College and Money</li> </ul>

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## CTSOS IN ACTION

### Nebraska FBLA National Award Winners Named

More than 336 Nebraska students and advisers recently attended the Future Business Leaders of America (FBLA) National Leadership Conference in Atlanta, GA. Nebraska FBLA members competed June 29-July 2, in 70 competitive events. More than 12,000 FBLA members from 46 states, as well as U.S. territories and international chapters attended the conference. Nebraska members brought home 18 Top Ten awards.

To see the list of winners, please visit the [Nebraska FBLA website](#).



#### 2016 National Leadership Conference top 10 Winners:

**Julie Jensen, National Board of Directors member (left front); Ojus Jain, Mountain Plains Vice President (right front); and Dawn Friedrich, Outstanding Adviser (right front)**



### Save These Lesson Plans for Back to School

- **Meeting Financial Goals** (gr. 6-8): Students learn several basic steps to help them understand the importance of saving to meet future personal financial goals.
- **Baseball Economics** (gr. 6-8): Baseball season is in full swing. Use this lesson plan to discuss economic reasoning and the players' salaries.
- **Economic Misery and Presidential Elections** (gr. 9-12): Teach about how two economic measures, the Misery Index and the growth rate in real GDP per capita, can be used to make predictions about presidential elections.
- **Compound Interest** (gr. 9-12): Two words that every person should know and how it can either help or hurt your financial goals in the short and long-term.



## Legacy of Leadership

### Nebraska FBLA 2016-2017

Nebraska FBLA State Officer Team got to work in May at our first meeting followed by State Officer Leadership Academy (SOLA) developing goals for the year and an action plan to reach our goals. This year marks the 75th Anniversary of FBLA-PBL, Inc. The theme for this year is "Legacy of Leadership." The officer team looks forward to "SPARK"ing a "Legacy of Leadership" in all members throughout the state!

The State Officer's goals for the year use the acronym "SPARK." The state officers want Nebraska FBLA members to strive to submit articles to the Pledge and the new state Blog, pledging to donate time and money to many organizations at the state and national level, amplify your social media presence with Twitter and Instagram, recruit new members, chapters, and business partners, and kick start a Legacy of Leadership through participation of the National Diamond Chapter Award program.

The Nebraska FBLA State Officer Team hopes all members and advisers leave their mark as we pave the way for a "Legacy of Leadership."



#### Left to Right:

**Hundter Biede, Parliamentarian;**  
**John Willey, Vice President;**  
**Ojus Jain, President and National Mountain Plains Vice President;**  
**Riley Knust, Reporter;**  
**Blake Langmack, Treasurer;**  
**and Alex Seigel, Secretary**

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## Be Unstoppable – Nebraska DECA 2016-2017

Nebraska DECA State Officer Team 60 has been working hard this summer to develop their mission statement, action plan and goals for the upcoming school year. The international theme is "Own Your Future." We're excited to announce that the state theme is "Be Unstoppable."

This message is a reflection of the team's mission statement — "We, State Officer Action Team 60, want to be approachable, personable and ambitious; to create an environment that facilitates networking, collaboration and growth in order to empower members to be bold and Be Unstoppable."



The core of the team's action plan for this year is rooted in networking and communication; to increase chapter engagement, to increase engagement and professional relationships between state officers and members and to increase involvement in leadership roles (officer candidates). Meanwhile, the Nebraska DECA Board of Directors and DECA Staff is working to secure additional business/industry sponsorships and partnerships and will also continue to develop the Nebraska DECA Alumni Association membership through alumni social events, an alumni newsletter and increased social media presence. We are excited for a great year and challenge all members to Own Their Future and Be Unstoppable this year!



**Nebraska DECA Team 60 from left to right:**

**Olivia Bond, State Secretary;**  
**Kyler Caverzagie, State President;**  
**Brooke Sanchez, VP-Communications;**  
**Rachel Brader, VP-Membership Services;**  
**Jordyn Larsen, VP-Business Partnerships;**  
**Alex Hughes, VP-Alumni/Collegiate DECA.**



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## CALENDARS

BUSINESS, MARKETING AND INFORMATION TECHNOLOGY  
[www.education.ne.gov/BMIT/conferences-workshops.html](http://www.education.ne.gov/BMIT/conferences-workshops.html)

CAREER EDUCATION STANDARDS  
<http://cestandards.education.ne.gov>

NEBRASKA DECA  
<https://www.nedeca.org/calendar.html>

NEBRASKA FBLA  
<http://nebraskafbla.org/>

NEBRASKA CAREER EDUCATION CALENDAR  
<http://www.education.ne.gov/nce/Calendar.html>

NEBRASKA DEPARTMENT OF EDUCATION  
MASTER CALENDAR  
<http://ndecalendar.mhsoftware.com/>

### **BMIT and NEFBLA Listserve**

*Has your email address recently changed?*

If you are a business, marketing or information technology teacher, you are encouraged to subscribe to the BMIT Listserve. If you are an FBLA adviser, you should also subscribe to the NEFBLA Listserve.

Please follow the directions on the BMIT Listserve [link](#) on the BMIT website. Once you are subscribed, you can send a regular email message to [bmit@lists.k12.ne.us](mailto:bmit@lists.k12.ne.us) OR [nefbla@lists.k12.ne.us](mailto:nefbla@lists.k12.ne.us).

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