End of Course Project Options

Hotel Management
Copyright © Texas Education Agency, 2012. These Materials are copyrighted © and trademarked ™ as the property of the Texas Education Agency (TEA) and may not be reproduced without the express written permission of TEA, except under the following conditions:

1) Texas public school districts, charter schools, and Education Service Centers may reproduce and use copies of the Materials and Related Materials for the districts’ and schools’ educational use without obtaining permission from TEA.

2) Residents of the state of Texas may reproduce and use copies of the Materials and Related Materials for individual personal use only, without obtaining written permission of TEA.

3) Any portion reproduced must be reproduced in its entirety and remain unedited, unaltered and unchanged in any way.

4) No monetary charge can be made for the reproduced materials or any document containing them; however, a reasonable charge to cover only the cost of reproduction and distribution may be charged.

Private entities or persons located in Texas that are not Texas public school districts, Texas Education Service Centers, or Texas charter schools or any entity, whether public or private, educational or non-educational, located **outside the state of Texas** MUST obtain written approval from TEA and will be required to enter into a license agreement that may involve the payment of a licensing fee or a royalty.

For information contact: Office of Copyrights, Trademarks, License Agreements, and Royalties, Texas Education Agency, 1701 N. Congress Ave., Austin, TX 78701-1494; phone 512-463-7004; email: copyrights@tea.state.tx.us.
Disciplined thinking that is clear, rational, open minded and based on evidence
Formed by the addition of new material of the same kind, integrating, summing up
Absolutely necessary
Overcoming obstacles and finding a solution that best resolves an issue
Project Based Learning

Instructional approach built upon authentic learning activities that engage student interest and motivation
Recommended

Worthy of acceptance
(3) The student identifies the importance of a well-written business plan. The student is expected to:

(A) categorize a business plan and the need for a well-orchestrated business plan;
(B) research business plan outlines, resources, and templates using web search engines;
(C) explain a marketing plan, including price competition, non-price competition, market analysis, competition, marketing research, market segmentation, demographics, and sales forecasting;
(1) The student gains academic knowledge and skills required to pursue the full range of career and postsecondary education opportunities within the hotel industry. The student is expected to:

(A) organize oral and written information;
(B) compose a variety of written documents such as agendas, thank you letters, presentations, and advertisements;
(C) calculate correctly using numerical concepts such as percentage and reasonable estimation in practical situations; and
(D) infer how scientific principles are used in the hotel industry.
The student uses verbal and nonverbal communication skills to create, express, and interpret information for providing a positive experience for guests and employees. The student is expected to:

(A) develop, deliver, and critique presentations;
(B) analyze various marketing strategies for a hotel or an available service;
(C) demonstrate proper techniques for using telecommunications equipment;
(D) interpret verbal and nonverbal cues to enhance communication with individuals such as coworkers, customers, and clients;
(E) locate written information used to communicate with individuals such as coworkers and customers;
(F) apply active listening skills to obtain and clarify information; and
(G) follow directions and procedures independently.
(3) The student solves problems using critical thinking, innovation, and creativity independently and in teams. The student is expected to:

(A) generate creative ideas to solve problems by brainstorming possible solutions;
(B) employ critical-thinking and interpersonal skills to resolve conflicts with individuals such as coworkers, employers, customers, and clients; and
(C) use principles of budgeting and forecasting to maximize profit and growth.
The student demonstrates an understanding that personal success depends on personal effort. The student is expected to:

(A) demonstrate a proactive understanding of self-responsibility and self-management;

(B) identify and demonstrate positive work behaviors and personal qualities for employability; and

(C) analyze the effects of health and wellness on employee performance.
(5) The student develops principles in time management, decision making, effective communication, and prioritizing. The student is expected to:

(A) apply effective practices for managing time and energy;
(B) implement stress-management techniques;
(C) analyze various steps in the decision-making process; and
(D) analyze the importance of balancing a career, family, and leisure activities.
(6) The student understands the importance of employability skills. The student is expected to:

(A) identify the required training or education requirements that lead to an appropriate industry certification;
(B) comprehend and model skills related to seeking employment;
(C) update a personal career portfolio;
(D) demonstrate proper interview techniques in applying for employment;
(E) complete required employment forms such as I-9, work visa, W-4, and licensures to meet employment requirements;
(F) research the local and regional labor workforce market to determine opportunities for advancement;
(G) investigate professional organizations and development training opportunities to keep current on relevant trends and information within the industry; and
(H) explore entrepreneurship opportunities.
(7) The student understands roles within teams, work units, departments, organizations, and the larger environment of the hotel industry. The student is expected to:

(A) distinguish among the duties and responsibilities within each department;
(B) implement quality-control standards and practices;
(C) compare and contrast full service hotels and limited service properties; and
(D) compare and contrast chain and franchise hotels, including revenue and support centers.
(8) The student uses information technology tools specific to hotel management to access, manage, integrate, and create information. The student is expected to:

(A) use information technology tools to manage and perform work responsibilities;
(B) use technology tools to perform workplace tasks;
(C) prepare complex multimedia publications;
(D) demonstrate knowledge and use of point-of-sale systems; and
(E) evaluate Internet resources for industry information.
(9) The student uses leadership and teamwork skills in collaborating with others to accomplish organizational goals and objectives. The student is expected to:

(A) apply team-building skills;
(B) apply decision-making and problem-solving skills;
(C) apply leadership and teamwork qualities in creating a pleasant working atmosphere; and
(D) participate in community leadership and teamwork opportunities to enhance professional skills.
The student understands the importance of health, safety, and environmental management systems in organizations and their importance to organizational performance and regulatory compliance. The student is expected to:

(A) assess workplace conditions with regard to safety and health;
(B) apply safety and sanitation standards common to the workplace;
(C) analyze potential effects caused by common chemical and hazardous materials;
(D) demonstrate first aid and cardiopulmonary resuscitation skills;
(E) research sources of food-borne illness and determine ways to prevent them; and
(F) comprehend and model professional attire and personal hygiene.
The student knows and understands the importance of professional ethics and legal responsibilities within the hotel industry. The student is expected to:

(A) demonstrate professional ethical standards; and

(B) interpret and explain written organizational policies and procedures to help employees perform their jobs.
The student understands the knowledge and skills required for careers in the hotel management industry. The student is expected to:

(A) develop job-specific technical vocabulary;
(B) explain procedures to meet guest needs, including guest registration, rate assignment, room assignment, and determination of payment methods;
(C) determine the functions of meeting and event planning;
(D) evaluate current and emerging technologies to improve guest services; and
(E) understand the importance of check-out procedures to ensure guest satisfaction and verify settlement of account.
End of Course
Project Options
A Week in the Life of .......

- A hotel manager
- A front office guest services
- Create a scenario for a fictitious
  lifestyle: marital status, number of children, employment
- Create a 24 hour log for seven days
- Document and account for all 168 hours
Develop a Comprehensive/End of Course Test

Criteria: must equal 100 points and cover material from the entire course.
- 10 T/F questions
- 10 fill in the blank questions
- 10 multiple choice questions
- 10 short answer questions
- 1 essay question
- Include test key

Copyright © Texas Education Agency, 2012. All rights reserved.
Series of Video Clips/Documentary

- Select a topic - general or topic specific
  - focus on careers
  - technical skills
  - safety issues
- Video tape segments
- Create a documentary
Select a topic
Develop a series of interview questions
Video tape interviews
Create a multimedia documentary
Diary/Journal Entries

Two week detailed Diary or Journal Entries from the viewpoint of a...

- hotel management student
- hotel management instructor
- hotel owner
- hotel night auditor
Develop a Web Page or Newsletter Template with examples, for this class.
Database of......

- Develop a database of ..........
  - local agencies and organizations
  - potential guest speakers
  - student volunteer opportunities
Investigate business plan formats
Develop a business plan for owning your own hotel
If you began an entrepreneurship project earlier this year, expand the existing business plan with added details
See FCCLA Star Event
See SkillsUSA Event
Multimedia Collection of Quotes

- Research and compile a collection of quotes and their authors
- Must relate to each student expectation for this course
Service Learning Project

- Develop a Service Learning Project along with a Service-Learning Project Evaluation
- Emphasize our course TEKS
- For additional information on service learning see: http://www.servicelearningtexas.org
To be opened by next year’s (semester’s) new students
Include “Artifacts” that reflect the course TEKS/contents of the course.
- photos
- favorite class projects
- course syllabus
Written log and justification for each included items
Scrap book of the semester/year course

May include:
- course TEKS
- favorite activities/lessons/pictures
- course likes and dislikes
- classmate autographs/comments
- suggestions for improving the presentation of course content

Personal reflection on what you learned from this course

How you plan to use the information now and in the future
School-to-Work Project

- Determine the correlation between the course TEKS and preparing for the real world of work in this career field
  - explore one career field
  - explore a variety of career fields
  - format can vary - storyboard, multi-media
  - may include interviews or video clips
Student as Researcher

- Conduct research on a topic, information or questions of personal interest related to the course TEKS
- Include a five+ page typed paper with cited resources and references.
- Check with English teacher for suggested style - APA, MLA
Career College Readiness Resource Kit

- Select a career
- Determine degree
  - degree plans
  - specialized certifications
- Investigate colleges/universities
  - Applications
  - Entrance exam fees
- Personal goals/timelines
Other Project Option Ideas?
References and Resources

Websites:

• AchieveTexas
  A college and career initiative designed to help students (and their parents) make wise education choices. It is based on the belief that the curricula of the 21st century should combine rigorous academics and relevant career education.
  [http://www.achievetexas.org/in](http://www.achievetexas.org/in)

• Texas Education Agency
  Texas Essential Knowledge and Skills. The mission of the Texas Education Agency is to provide leadership, guidance and resources to help schools meet the educational needs of all students.