

LESSON PLAN

Subject: Life Transitions 20

Materials/Aids Required: permission slips, transportation, worksheet to be filled out, fees/funds collected, answer key for worksheet

Unit	Module 8: Career Services and Supports
Topic	Entrepreneurship
Content	Students will identify the network of support that is available to entrepreneurs.

<p>Objectives:</p> <ol style="list-style-type: none"> 1.) During the visit to the Centre for Business Development in Regina, SWBAT complete a worksheet by answering each question regarding the centre and its services to the best of their ability. 2.) During the visit to the Centre for Business Development in Regina, SWBAT gain a better understanding of what the centre provides for entrepreneurs by answering each question regarding the centre and its services. 	<p>Evaluation:</p> <ol style="list-style-type: none"> 1.) Students will fill in the worksheet during the visit answering all questions. Marks will be given for effort and go towards their participation marks. 2.) Students will fill in the worksheet during the visit answering all questions. Marks will be given for effort and go towards their participation marks.
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<p>CELS: TL</p>	<p>Where they are evident in the lesson: - students will learn how technology has change banking and downfalls of this</p>
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Pre Requisite Learning: introductory level of entrepreneurship knowledge (what it is, who is an entrepreneur etc).

Prep for Lesson: Talk to administrative staff to ensure it is possible. Contact the CBD and set up a date to go on the field trip. Tell them what you want your students to get out of the visit (supports, services,). Email them the student worksheet so they have a guide of what you want students to know. Send permission slips home to have signed and collect before the lesson. Set up a bus to and from the centre, receive money from students. Remind students the day before of the departure and return time to and from school (12:40 – 2:10 during the noon hour we will leave and be back by 5th period).

** If a student doesn't have a permission slip, they must stay behind in another class if possible and work on the handout using the CBD website
<http://cbdr.org.sasktelwebhosting.com/>

Presentation	Classroom Management
<p>Set: (on bus ride ~10 mins) Take attendance before getting on the bus. Remind students that we are going to the CBD to learn about some of the support that is available for</p>	<p>- remind students of bus manners and field trip manners. - tell them that they are representing themselves, their schools and myself</p>

<p>Entrepreneurs. After attendance is taken, make sure all students bring a pen and head to the bus.</p>	<p>so they must be well behaved</p>
<p>Development: (at the centre ~60 minutes)</p> <ol style="list-style-type: none"> 1. While on the bus, hand out the worksheets that students should be working on during the visit. 2. Go over the handout so students know what types of questions they should be asking, or key things to listen for on the fieldtrip. 3. Tell students they will be learning about the services the CBD provides, what the CBD is, and the resources it provides for entrepreneurs. 4. Upon arriving at the centre, remind students of their behavior expectations (polite, listening, and quiet when the speaker is talking). 5. Enter the building and let the front desk know you are there. When the guide meets you, introduce the guide to your class. Let the guide start the tour from there. 6. While the tour is happening, ask any questions that you think the guide may have missed which may be important for the students to know. 7. After the tour, have students ask any questions that they may have. Ask if students can look at some of the resources the center has. 8. Once questions are done, thank the guide and tell them they have provided the class with some great information on some the support networks entrepreneurs have available to them. Have the class say thank you and return to the bus. 	<p>- If students are being disruptive during the tour, go tap them on the shoulder and remind them to be quite. If it happens a second time, take them aside and let them know that they will be required to apologize to the speaker after class or have them stand by you for the rest of the tour.</p>
<p>Closure: (~10 mins) On the bus, ask students to hold onto their worksheets as we will be going over them next class and debriefing the field trip.</p>	<p>- If students were well behaved let them know you appreciated their behavior</p>
<p>Adaptive Dimensions:</p> <ul style="list-style-type: none"> - Students can create a report after going to the center instead of doing the worksheet. 	

Target for Professional Development

1. How did my permission slip that I sent home with the students let their parents know what the purpose of our field trip was?

2. Did I cover all of the necessary steps needed to make a field trip possible? Place a check beside yes or no and comment on what was done or forgotten.

Inform Admin Staff - Yes__ No__

Create Permission Slip – Yes __ No__

Contact the Destination – Yes __ No__

Collect Permission Slips – Yes __ No__

Organize Transportation – Yes __ No__

Collect Funds/Fees – Yes__ No __

Comments:

3. Did I choose an appropriate destination for students to learn the objective for the lesson? How did this destination provide the appropriate information to the students? Would you suggest using this destination again? Why or why not?

Contact Information for the Centre for Business Development Regina

Address: 1925 Rose Street

Regina, Sk. S4P 3P1

Tel: 1-877-780-8331 or (306) 780-8331

Fax: (306) 780-8310

Email: receptioncbd@wd.gc.ca

- Introduce yourself
- Let them know what you want students to accomplish
- Email them the student worksheet if they want to use that as a guide for information to tell the students
- Set up a date and time to visit
- Exchange your contact information

Field Trip Permission Form

Your child's class will be attending a field trip to: Centre for Business Development Regina

<i>Date</i>	February 29, 2008	<i>Time</i>	12:40 – 2:10 (depart during noon hour, return for 5 th period)
<i>Location</i>	Address: 1925 Rose Street Regina, Sk. S4P 3P1 Tel: 1-877-780-8331 or (306) 780-8331 Fax: (306) 780-8310 Email: receptioncbd@wd.gc.ca		
<i>Cost</i>	2.00		
<i>Transportation</i>	School Bus		
<i>Notes</i>	Our current unit of study is Career Services and Supports. Regina has a great centre for entrepreneurs to use in the starting and running a business. Students will be learning about the support systems, networks and services that are available to entrepreneurs.		

Please return this permission slip by: February 27th, 2008

I give permission for my child _____ in room _____
 to attend the field trip to _____ on _____
 from _____ to _____
 Enclosed is \$ _____ To cover the cost of the trip. (Exact cash or check made payable to school.)

In case of an emergency, I give permission for my child to receive medical treatment. In case of such an emergency, please contact:
 Name _____ Phone _____

Parent/Guardian Signature _____ Date _____

Centre for Business Development Regina
Field Trip Worksheet

Name: _____

Date: _____

1. What is the Centre for Business Development?
2. What services does the centre provide?
3. What types of resources does the centre have in their library?
4. List 2 on-site members and give a brief description of each.
5. List an Associate Member of the centre and provide a brief description of it.

6. What did you learn about the centre during our visit?

7. What information did the visit provide you with in regards to support networks entrepreneurs have? Are there any other support networks you think there are or may be?

Centre for Business Development Regina
Field Trip Worksheet-Possible Answers Key

****Students may have any of the following answers as well as others I may have missed. This will be used for participation marks to assess their involvement in the field trip. Therefore, answers will not be marked right or wrong. If there is effort shown they will get full marks for participation in their participation log****

8. What is the Centre for Business Development?
 - The place to go for business development materials, information on programs and services, path finding and much more.
 - Provides information on starting a business and creating a business plan
 - Provides support for entrepreneurs
 - Is a great starting point for entrepreneurs

9. What services does the centre provide?
 - Business Information
 - Business Counseling
 - Path finding and referral services
 - Seminars and workshops

10. Provide an example of an upcoming or past workshop or seminar.
 - training services
 - lunch and breakfast seminars
 - business development workshop schedule
 - InTouch Training

11. What types of resources does the centre have in their library?
 - How-to guides, business manuals, videos, directories, periodicals, handouts

12. List 2 on-site members and give a brief description of each.
 - **Aboriginal Business Canada** is a program that maximizes the participation of Aboriginal people in the economy through business development.
 - **Canada-Saskatchewan Business Service Centre (CSBSC)** helps business people find the information they need to succeed. From business start-up assistance to questions about export programs, market statistics or financing, the Centre makes vital information searches efficient and effective.
 - **Conseil de la Coopération de la Saskatchewan** is the organization responsible for economic and co-operative development of the Fransaskois community.
 - **Saskatchewan Ministry of Enterprise & Innovation** provides development support to new and existing businesses and co-operatives.
 - **SIEF: Saskatchewan Indian Equity Foundation** SIEF's mandate is to assist in the development of the First Nations people living in Saskatchewan by providing financial assistance to potential entrepreneurs and managers to develop, own, and operate independent, self-supporting businesses.
 - **SNEDCO: SaskNative Economic Development Corporation** is a Saskatchewan Métis-owned and operated business development organization, whose sole purpose is to assist in the creation of viable Métis business ventures. To achieve the goal of the organization, SNEDCO provides the following programs: capital loans, working

capital loans, supplementary equity loans, bridge loans and business advisory services.

- **Women Entrepreneurs of Saskatchewan Inc.** is a non-profit membership organization, which offers business advising services, lending services, business workshops and seminars, and other assistance to women who are considering business, starting a business or operating an existing business.
13. List an Associate Member of the centre and provide a brief description of it.
- **The Entrepreneurial Foundation of Saskatchewan** is a non-profit organization formed to provide advisory services, training and mentorship to entrepreneurs seeking access to investment capital during the initial commercial start-up and expansion stages of their small businesses
 - **Regina Public Library's** extensive business resources include: reference material, directories, newspapers, government publications, on-line catalogue, public Internet access, how-to books, videos and CD-ROMs.
 - **Regina Regional Economic Development Authority (RREDA)** has a mandate to encourage economic growth and diversification, to bring together business ideas and opportunities, and to promote a positive image of the Regina Region as an attractive place to live, to work and to do business.
 - **Western Economic Diversification Canada (WD)** works in partnership with the provinces, industry associations and communities to strengthen and diversify the economy of Western Canada.
14. What did you learn about the centre during our visit?
- will vary depending on student, they should all be able to list one thing
15. After visiting the centre, do you have a better understanding of some the support networks entrepreneurs have? Are there any other support networks you think there are or may be?
- other supports may include family, friends, local business, other small business owners, band or council members

Strategy Name: Field Trip

Explanation of Strategy

A field trip is a structured activity that occurs outside the classroom. Field trips offer an opportunity for students to get exposure to "real" people and events and the opportunity to make connections with others. Students on field trips visit people and places that they are not normally exposed to during the school day.¹

Why This Strategy Works

Field trips allow students to experience something first hand. Students are taken to a place outside the school where they can learn from an expert in a specific area. On the field trip students will learn by seeing and/or doing. I think the field trip allows students to learn through all their senses rather than just one. It allows them to see how something is done and perhaps put themselves in someone else's shoes.

Business Education Content that Could be Taught Using this Strategy

Accounting - 4.2 To become aware of and knowledgeable about the role of technology in banking.

- a trip to a bank or financial institution can be taken

Information Processing 9.15 - Examine and select the appropriate services provided by the postal system.

- a trip can be arranged to the local post office

¹ Saskatoon Public Schools (2008). Instructional Strategies Online, *What is a field trip?* Online. <http://olc.spsd.sk.ca/DE/PD/instr/strats/fieldtrips/index.html>