PRE-CONFERENCE SESSION

Monday, July 22, 2002 1:00 P.M. - 5:00 p.m.

New Business Teacher Seminar

Presenter: DESE Business Education Staff and Selected Teachers

Location: University Plaza - Missouri Room

Target Audience: Business Education Teachers (0-3 years' experience)

Attendance Restricted to MBEA Division

Pre-Registration Required

No fee charged

Brief Summary of Session:

Topics will include information related to such topics as curriculum, instructional resources, classroom management, advisory committees, supervised business experience programs, professional development opportunities, FBLA, and others. Experienced business teachers will share tips and techniques they have found successful. Each attendee will receive a copy of the Business Education Resource Book.

Division Contact:

Arlene Broeker
Supervisor of Business Education
Phone: 573-751-8679
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PRE-CONFERENCE SESSION

Monday, July 22, 2002 5:00 p.m. - 7:00 p.m.
Tuesday, July 23, 2002 8:00 a.m. - 10:00 a.m.

Hands-On Computer Workshops

Presenter: Multiple Presenters

Location: Cheek Hall at SMSU and at Parkview High School

Target Audience: MBEA Members

Attendance Restricted to MBEA Division

Pre-Registration Required (Form is on the MBEA Web site)

Fee: $20 per workshop

Brief Summary of Session:

Hands-on computer training for business software applications and Internet instruction will be conducted at Cheek Hall at Southwest Missouri State University and Parkview High School. MBEA will provide bus transportation to/from the hands-on computer training sessions. Specific computer workshops, their descriptions, and a computer lab registration form will be provided on the MBEA Web site http://www.dese.state.mo.us/divvoced/business/Mbea.htm.

Division Contact:

Dr. Nancy Zeliff, MBEA Secretary
Phone: 660-562-1292
E-Mail: nzeliff@mail.nwmissouri.edu
Monday, July 22, 2002

9:30 a.m.
Missouri ACTE Board of Directors Meeting
University Plaza - Oklahoma Room

11:00 a.m.- Noon
Mentor-A-Legislator Program
University Plaza - Oklahoma Room

1:00 p.m. - 4:00 p.m.
MBEA Executive Board Meeting
University Plaza - Colorado Room

1:00 p.m. - 5:00 p.m.
MBEA New Teacher Seminar
University Plaza - Missouri Room

1:00 p.m. - 7:00 p.m.
Missouri ACTE Conference Registration
Jordan Valley Ice Park
635 East Trafficway

6:00 p.m. - 7:00 p.m.
Missouri ACTE Reception with Exhibitors
Jordan Valley Ice Park
635 East Trafficway

Tuesday, July 23, 2002

8:00 a.m.
All Missouri ACTE Committee Meetings
University Plaza - Colorado Room

8:00 a.m. - 3:00 p.m.
Missouri ACTE Exhibits
Jordan Valley Ice Park; 635 East Trafficway

8:00 a.m. - 5:00 p.m.
Missouri ACTE Conference Registration
Jordan Valley Ice Park; 635 East Trafficway

MBEA Hands-On Computer Labs
(Ticket required. See registration form at http://www.dese.state.mo.us/divvoced/conferences.htm#MBEA)

8:00 a.m. - 10:00 a.m.
2A. Microsoft Office XP - Making the Transition
   Parkview High School
   Presenter: Nancy Graviett, St. Peters
   Sponsored by EMC/Paradigm

2B. Developing Web Pages for School and Classroom - Using Microsoft Word 2002
   Cheek Hall, SMSU
   Presenter: Debbie Latham, Doniphan

9:15 a.m. - 10:15 a.m.
Missouri ACTE New Professional Reception
University Plaza - Oklahoma, Illinois, and Colorado Rooms

10:30 a.m.
Missouri ACTE Opening General Session
University Plaza Convention Center
Keynote Speaker: Jaime Vollmer

1:00 p.m. - 2:15 p.m.
1. News & Notes for FBLA Advisers
   University Plaza - Kansas A-C
   Presenter: Carey Smith, Jefferson City
Tuesday, July 23, 2002 (Continued)

1:15 p.m. - 2:15 p.m.

CONCURRENT SESSIONS

2. Classroom Communication Survival
   (repeated 7/24 at 8:15 a.m.)
   University Plaza - John Q Room
   Presenter: Teri Buell, Springfield

3. The Revised National Standards for Business Education
   University Plaza - Missouri Room
   Presenter: Joyce Caton, St. Louis

4. The ABCs of Photoshop
   Presenter: Cindy Reynolds, St. Charles
   University Plaza - Colorado Room

5. International Business in Your Own Backyard
   University Plaza - Texas Room
   Presenter: Martha Rybinski, St. Louis

2:30 p.m. - 4:00 p.m.

MBEA Opening Session
MBEA Awards Presentation
   University Plaza - Nebraska and Iowa Rooms
   Keynote Speaker: Jim Kern, San Antonio, TX

   Keynote: “Education for a Strong America ... Connecting with Students” Guided by his desire to let kids know they are loved, important, and safe, the keynote speaker will emphasize these basics and show how we all can prepare students to learn and build a strong America by sharing his teaching and family experiences.

4:00 p.m. - 5:00 p.m.

MBEA Reception for Awardees
   University Plaza - Georgia Room
   Courtesy of Glencoe/McGraw-Hill and South-Western/Thomson Learning

5:15 p.m. - 6:15 p.m.

MBEA Committee Meetings
   University Plaza - John Q Room

6:30 p.m. - ?

MBEA District Meetings (optional)
   Locations to be determined by districts

Wednesday, July 24, 2002

7:00 a.m. - 8:00 a.m.

"Birds of a Feather" Continental Breakfast
   University Plaza - John Q. Room
   Courtesy of MBEA and MBEA Districts

   Table Topics: Computer Applications, Desktop Publishing, First-Year Teachers, FBLA, International Business, Keyboarding, Postsecondary, Supervised Business
   Experience, Voice Recognition, NMSU’s Online Business Education Courses, CMSU’s BE&O
   4260 - Conference Credit

MBEA Hands-On Computer Labs
   (Ticket required. See registration form at http://www.dese.state.mo.us/divvoced/conferences.htm#MBEA)

7:00 a.m. - 9:00 a.m.

3A. The Power of The Word
   Parkview High School
   Presenter: Julie Cook, Sedalia

3B. PowerUp with PowerPoint
   Cheek Hall, SMSU
   Presenter: Sharon Fisher-Larson, Janesville, WI
   Sponsored by Glencoe/McGraw-Hill

9:30 a.m. - 11:30 a.m.

4A. The Extreme Power of Excel
   Parkview High School
   Presenters: Jodi Stucker and Jennifer Wilbanks, Sedalia

4B. Microsoft FrontPage 2002
   Cheek Hall, SMSU
   Presenter: Traci Pattison, Camdenton

1:45 p.m. - 3:45 p.m.

5A. Financial Knowledge for Investing
   Parkview High School
   Presenter: Liz Clawson, Champaign, IL
   Sponsored by Financial Players Center

5B. Power Tips for PowerPoint 2002
   Cheek Hall, SMSU
   Presenter: Kevin Haulotte, Sedalia

4:15 p.m. - 6:15 p.m.

6A. Unlocking the Power of Access 2002
   Parkview High School
   Presenter: Becky Arbisi, Sedalia

6B. What’s New in Word 2002
   Cheek Hall, SMSU
   Presenter: Tonya Holder, Camdenton
Wednesday, July 24, 2002 (Continued)

8:15 a.m. - 9:15 a.m.

CONCURRENT SESSIONS

6. Adult Education, Registration Software - What's It All About and How Can It Help You
   University Plaza - Texas Room
   Presenters: Tracy Vohsen and Karl Weinrich, St. Charles; Blenda Marquardt, Columbia

7. Ergonomics for Today's Work Place
   University Plaza - Arizona Room
   Presenter: Karen Owens, St. Peters

8. IT Certifications: Benefits, Rewards, Opportunities
   University Plaza - Arkansas Room
   Presenters: Thomas Dapp and Todd Carter, Springfield
   Sponsored by New Horizons Computer Learning Centers

9. Financial Knowledge for Investing
   University Plaza - Illinois Room
   Presenter: Liz Clawson, Champaign, IL
   Sponsored by Financial Players Center

    University Plaza - Kansas A Room
    Presenter: Modene Murphy, Sedalia

11. Small Business Planning
    University Plaza - Kansas B Room
    Presenter: H. Ned Meyer, Jr., Springfield
    Sponsored by The SCORE Association

12. Speech Recognition - Information, Tips, Strategies (repeated)
    University Plaza - Missouri Room
    Presenter: Bonnie Brockman, Springfield
    Sponsored by Speaking Solutions, Inc.

13. Teaching E-Business (repeated)
    University Plaza - Oklahoma Room
    Presenters: Janet Barnes and Gwen Greeves, Hazelwood

14. Introduction to Internet
    University Plaza - Georgia Room
    Presenter: Sandi Bullington, Neosho

15. Communication Tidbits, Cookies, and Hotlinks (repeated 7/25 at 9:15)
    University Plaza - Nebraska Room
    Presenter: Clarice Brantley, Pensacola, FL

Wednesday, July 24, 2002 (Continued)

9:30 a.m. - 10:30 a.m.

CONCURRENT SESSIONS

    University Plaza - Texas Room
    Moderators: Michelle Hanson, Marshall, and Jackie Jenkins, Reeds Spring

17. Postsecondary, The Marketing of Community College Career Programs
    University Plaza - Kansas B Room
    Presenter: George Fotopulos, Springfield

18. 5-4-4-3: Numbers to Help Students Get Better Jobs (repeated)
    University Plaza - Arkansas Room
    Presenter: Myra Thompson, Lincolnshire, IL
    Sponsored by ACT, Inc.

19. The Future of Keyboarding - Don't Throw Your Keyboard & Mouse Away Just Yet! (repeated)
    University Plaza - Illinois Room
    Presenter: Al Roane, Mason, OH
    Sponsored by South-Western/Thomson Learning

20. Motivatin' Beats Aggravatin' - It's Positively Rewarding! (repeated)
    University Plaza - John Q Room
    Presenters: Donna Dorsey, Diamond, and Pamela Marta, Neosho

21. All Aspects of a Business/Organization: A Framework to Enhance Learning (repeated)
    University Plaza - Kansas A Room
    Presenter: Susie Cox, Columbia

22. Speech Recognition - Information, Tips, Strategies (repeat of Session 12)
    University Plaza - Missouri Room
    Presenter: Bonnie Brockman, Springfield
    Sponsored by Speaking Solutions, Inc.

23. Teaching E-Business (repeat of Session 13)
    University Plaza - Oklahoma Room
    Presenters: Janet Barnes and Gwen Greeves, Hazelwood

24. Accounting Panel (repeated)
    University Plaza - Georgia Room
    Presenters: TBD
    Moderator, Jeff Romine, Kirksville
    Sponsored by the Missouri Society of CPAs

25. The Power of Digital Editing (repeated)
    University Plaza - Nebraska Room
    Presenter: Linda Pruett, St. James
CONCURRENT SESSIONS

26. Adult Education, DESE Update - New Reporting Procedures for Adult/Postsecondary Salary Reimbursement
   University Plaza - Texas Room
   Presenters: Arlene Broeker, Dennis Harden, Michelle Baumstark, and Jay Acock, Jefferson City

27. Postsecondary, Assessment of Career and Technical Education Programs
   University Plaza - Kansas B Room
   Panel Members: Karen Owen, St. Peters; T. S. Pennington, Lee's Summit; Vicki Schwinke, Linn; Nancy Zeliff, Maryville
   Moderator: Betty Mudd, Jefferson City

28. 5-4-4-3: Numbers to Help Students Get Better Jobs (repeat of Session 18)
   University Plaza - Arkansas Room
   Presenter: Myra Thompson, Lincolnshire, IL
   Sponsored by ACT, Inc.

29. The Future of Keyboarding - Don't Throw Your Keyboard & Mouse Away Just Yet!
   (repeat of Session 19)
   University Plaza - Illinois Room
   Presenter: Al Roane, Mason, OH
   Sponsored by South-Western/Thomson Learning

30. Motivatin' Beats Aggravatin' - It's Positively Rewarding! (repeat of Session 20)
    University Plaza - John Q Room
    Presenters: Donna Dorsey, Diamond, and Pamela Marta, Neosho

31. All Aspects of a Business/Organization: A Framework to Enhance Learning
    (repeat of Session 21)
    University Plaza - Kansas A
    Presenter: Susie Cox, Columbia

32 New FBLA Advisers' Orientation
   University Plaza - Missouri Room
   Presenter: Carey Smith, Jefferson City

33. Word 2002! Did You Know?
    University Plaza - Oklahoma Room
    Presenter: Sharon Fisher-Larson, Janesville, WI
    Sponsored by Glencoe/McGraw-Hill

34. Accounting Panel (repeat of Session 24)
    University Plaza - Georgia Room
    Presenters: TBD
    Moderator: Jeff Romine, Kirksville
    Sponsored by the Missouri Society of CPAs

35. The Power of Digital Editing
    (repeat of Session 25)
    University Plaza - Nebraska Room
    Presenter: Linda Pruett, St. James

Noon-1:30 p.m.

Joint MBEA/DPE Luncheon
(Advance Reservations Required)
University Plaza - Iowa Room
Speaker: TBD

1:45 p.m. - 2:45 p.m.

CONCURRENT SESSIONS

36. Postsecondary, Articulating Online Completion Degrees
    University Plaza - Texas Room
    Presenter: Deb Powers, Maryville

37. Beyond Technology - Soft Skills Make a Difference (repeated)
    University Plaza - Arkansas Room
    Presenter: Beverly Block, Joplin

38. Teaching Skills Today for Tomorrow's Workplace (repeated)
    University Plaza - Illinois Room
    Presenters: Human Resources Panel
    Moderator: Shela Lovewell, Springfield

39. Using a Team Approach in Keyboarding:
    Especially Useful for Block Classes (repeated)
    University Plaza - John Q Room
    Presenter: Zinna Bland, Warrensburg

    University Plaza - Kansas A Room
    Presenter: Dianne Lee, St. Louis

41. Classroom Communication Survival
    (repeat of Session 2 on 7/23)
    University Plaza - Missouri Room
    Presenter: Teri Buell, Springfield

42. . . in the "Palm" of Your Hand (repeated)
    University Plaza - Oklahoma Room
    Presenters: Terry Ann Markway and Lora Hicks, Wildwood

43. Retired Professionals
    University Plaza - Texas Room
    Presenter: Neva Maddox Johnson, Springfield
    Facilitator: Brenda Clinton, Valley Park
Wednesday, July 24, 2002 (Continued)

1:45 p.m. - 2:45 p.m.

CONCURRENT SESSIONS (Continued)

44. Preparing for Third Cycle MSIP  
   University Plaza - Georgia Room  
   Presenters: Carey Smith and  
   Arlene Broeker, Jefferson City

45. How We All Benefit From Insurance -  
   A CD-ROM Free to Schools  
   University Plaza - Nebraska Room  
   Presenter: Paul Heacock, Overland Park, KS  
   Sponsored by Baydon Solutions

2:30 p.m. - 3:15 p.m.

Refreshment Break  
   University Plaza - Ballroom Lobby and  
   Convention Center Lobby  
   Courtesy of EMC/Paradigm

3:00 p.m. - 4:00 p.m.

CONCURRENT SESSIONS

46. Postsecondary, Teaching with the Brain in Mind  
   University Plaza - Texas Room  
   Presenter: James Pratt, Lee’s Summit

47. Beyond Technology - Soft Skills Make a Difference (repeat of Session 37)  
   University Plaza - Arkansas Room  
   Presenter: Beverly Block, Joplin

48. Teaching Skills Today for Tomorrow’s Workplace (repeat of Session 38)  
   University Plaza - Illinois Room  
   Presenters: Human Resources Panel  
   Moderator: Shela Lovewell, Springfield

49. Using a Team Approach in Keyboarding: Especially Useful for Block Classes  
   (repeat of Session 39)  
   University Plaza - John Q Room  
   Presenter: Zinna Bland, Warrensburg

50. Personal Finance: A Necessity for the Future  
   University Plaza - Kansas A Room  
   Presenter: Brenda Broeker, Fredericktown

51. “Beef Up” Introduction to Business  
   University Plaza - Missouri Room  
   Presenter: Gay Holman, Odessa

52. ... in the “Palm” of Your Hand  
   (repeat of Session 42)  
   University Plaza - Oklahoma Room  
   Presenters: Terry Ann Markway and  
   Lora Hicks, Wildwood

Wednesday, July 24, 2002 (Continued)

3:00 p.m. - 4:00 p.m.

CONCURRENT SESSIONS (Continued)

53. National Board Certification for Career & Technical Education  
   University Plaza - Texas Room  
   Presenter: Chakita Jackson, Florissant

54. Using Virtual Business Simulation  
   University Plaza - Georgia Room  
   Presenters: Beverly Pettit, Willow Springs

55. Accounting Issues and Tips  
   University Plaza - Nebraska Room  
   Presenter: Jeff Romine and Deb Kerby, Kirksville

3:30 p.m.

Missouri ACTE House of Delegates' Meeting  
   University Plaza - Arizona Room

4:00 p.m. - 5:30 p.m.

All Division Session - Curriculum Alignment: Best Practices  
   Atrium Inn; 2550 North Glenstone  
   Presenter: Wesley Bird, Jefferson City

3:30 p.m.

Missouri ACTE All Division Social  
   Remington’s Entertainment Complex  
   1655 W. Republic Road

Thursday, July 25, 2002

7:00 a.m. - 8:00 a.m.

"Birds of a Feather" Continental Breakfast  
   University Plaza - John Q Room  
   Courtesy of MBEA and MBEA Districts  
   Table Topics: Accounting, Business Law, Business Technology, E-Business, Finance,  
   First-Year Teachers, Introduction to Business, Middle School, Multimedia, Network  
   Administration, CMSU’s BE&O 5200 Improvement of Instruction
Thursday, July 25, 2002 (Continued)

8:00 a.m. - 9:00 a.m.

CONCURRENT SESSIONS

56. Teaching Economics
   University Plaza - Arkansas Room
   Presenter: Sandi Bullington, Neosho

57. MAP Your Students' Success
   University Plaza - Colorado Room
   Presenter: Nancy Zeliff, Maryville

58. Business Technology Open Forum
   University Plaza - Kansas A Room
   Moderator: Arlene Broeker, Jefferson City

59. Up and Coming Careers (repeated)
   University Plaza - Kansas B Room
   Presenter: Holly Harber, Jefferson City

60. International Business - Don't Get Left Behind (repeated)
   University Plaza - Kansas C Room
   Presenter: Carie Samuel, Springfield
   Sponsored by UPS Freight Services

61. DTP Projects to Go! (repeated)
   University Plaza - Missouri Room
   Presenter: Denise Herbers, Lee's Summit

62. Court Reporting Is IT - Information Technology (repeated)
   University Plaza - Texas Room
   Presenter: Diana Taylor, Columbia, and Debbie Reithmeyer, Lee's Summit
   Sponsored by the Missouri Court Reporters Association

63. Palms Up, Thumbs Up! (repeated)
   University Plaza - Arizona Room
   Presenter: Toni Perdew, Hopkins

9:15 a.m. - 10:15 a.m.

CONCURRENT SESSIONS (Continued)

67. Writing Vocational Enhancement Grants
   University Plaza - Kansas A Room
   Presenter: Don Walker, Jefferson City

68. Up and Coming Careers
   (repeat of Session 59)
   University Plaza - Kansas B Room
   Presenter: Holly Harber, Jefferson City

69. International Business - Don't Get Left Behind
   (repeat of Session 60)
   University Plaza - Kansas C Room
   Presenter: Carie Samuel, Springfield
   Sponsored by UPS Freight Services

70. DTP Projects to Go! (repeat of Session 61)
   University Plaza - Missouri Room
   Presenter: Denise Herbers, Lee’s Summit

71. Court Reporting Is IT - Information Technology
   (repeat of Session 62)
   University Plaza - Texas Room
   Presenter: Diana Taylor, Columbia, and Debbie Reithmeyer, Lee’s Summit
   Sponsored by the Missouri Court Reporters Association

72. Palms Up, Thumbs Up! (repeat of Session 63)
   University Plaza - Arizona Room
   Presenter: Toni Perdew, Hopkins

8:00 a.m. - 10:15 a.m.

ROUNDTABLES

(Rotations at 8:00-8:30, 8:35-9:05, 9:10-9:40, and 9:45-10:15)
All in University Plaza, Iowa Room

R1. Team Teaching Approach to Academic Integration
   Presenter: Eleanor Ellis, Sunset Hills

R2. Accounting: More Than Debits and Credits
   Presenter: Mark Burke, Raytown

R3. Fun with Field Trips
   Presenter: Ginny Miller, Independence

R4. Managing a Successful FBLA Chapter
   Presenter: Jeanette Wachter, Chaffee

R5. Middle School Business Education Free-For-All
   Presenter: Heath Hawkins, Dixon
Thursday, July 25, 2002 (Continued)

8:00 a.m. - 10:15 a.m.

ROUND TABLES (Continued)

R6. Case in Point: Teaching Business Law
   Presenter: Linda Dye, Washburn

R7. Creating Lifelong Portfolios for Business Tech Work Program Students
   Presenters: Cindy Schaeffer & Donna McCarrison, St. Charles

R8. Employers’ Expectations of High School Graduates’ Computer Skills
   Presenters: Michelle Darby, Bolivar; Gay Ragan and Kent Ragan, Springfield

   Presenter: T.S. Pennington, Lee’s Summit

R10. Postsecondary, Internship: The Ship of Success While Navigating Rough Waters
    Presenter: Janie Blum, Hillsboro

10:30 a.m. - Noon

MBEA Closing Session
Business Meeting
DESE Business Education Update
   University Plaza - Georgia Room

1:00 p.m.

Missouri ACTE Board of Directors Meeting
   University Plaza, Colorado Room