



**Kellie Reese**  
2005-2006 MBEA President

# Missouri Business Education Association (MBEA)

## PRE-CONFERENCE SESSION

**Title of Presentation:**

New Business Teacher Seminar

**Presenter:**

DESE Business Education Staff and Selected Teachers

**Target Audience:**

Career Business Education Teachers (0-3 years' experience)

**Brief Summary of Session:**

Topics will include curriculum, instructional resources, classroom management, advisory committees, supervised business experience, 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.

**Date, Time, and Location:**

Monday, July 24, 2006 ♦ 1:00 p.m. - 5:00 p.m.  
University Plaza - Kansas B/C Room

**Attendance Restricted to Division.**

**Pre-Registration Required.**

Registration form will be on the business education web site at [http://dese.mo.gov/divcareered/business\\_ed\\_index.htm](http://dese.mo.gov/divcareered/business_ed_index.htm).

**No Fee Charged.**

**Division Contact:**

Carey Smith, Director of Business, Marketing, and Cooperative Education; Phone: 573-751-3484;  
E-Mail: [carey.smith@dese.mo.gov](mailto:carey.smith@dese.mo.gov)

## PRE-CONFERENCE TOURS

**T1 - Hammons Field**

955 East Trafficway (Walking distance from the University Plaza and the Springfield Expo Center)

**T2 - Bass Pro Shop (Behind the scenes)**

1935 South Campbell

Meet in University Plaza Ballroom Lobby for carpooling.

**Coordinator of Tours:** Karon Tomerlin

**Target Audience:** MBEA Members

**Brief Summary of Session:**

Tours of local Springfield businesses will be available to give business teachers the opportunity to see first-hand how procedures, workflow, office layout, and other details are managed.

**Dates, Times, and Locations:**

Hammons Field - Monday, July 24, 2006  
9:30 a.m. - 11:00 a.m.

Bass Pro-Shop - Monday, July 24, 2006  
1:30 p.m. - 3:00 p.m.

**Attendance Restricted to Division.**

**Pre-Registration Required.**

Registration form will be provided on the MBEA web site at <http://dese.mo.gov/divcareered/conferences.htm#MBEA>.

**No Fee Charged.**

**Division Contact:**

Tonya Skinner, MBEA Secretary; Phone: 573-887-4024  
E-Mail: [tonya@btskinner.com](mailto:tonya@btskinner.com)

## PRE-CONFERENCE SESSION

### Title of Presentation:

Financial Fitness for Life

### Presenter:

Patricia Palmer, Ed.D.; Director Operation Outreach; UMKC Center for Economic Education; Chillicothe

### Target Audience:

Personal Finance Teachers

### Brief Summary of Session:

This program helps students apply economic and decision-making skills to the real world of earning and spending an income, saving, using credit, investing, and managing money. This comprehensive K-12 program consists of teacher resource manuals, student workbooks, parent guides, interactive activities and a CD-ROM. This curriculum is in alignment with the new Personal Finance Competencies for the state of Missouri graduation requirement.

### Date, Time, and Location:

Monday, July 24, 2006 • 1:00 p.m. - 5:00 p.m.  
*University Plaza - Illinois Room*

### Attendance restricted to Division.

### Pre-Registration Required.

Limited to 24. Currently a waiting list.

Registration form is on the business education web site at [http://dese.mo.gov/divcareered/business\\_ed\\_index.htm](http://dese.mo.gov/divcareered/business_ed_index.htm).

### No Fee Charged.

### Division Contact:

Jerri Snodgrass, Business Education Supervisor;  
Phone: 573-526-4456;  
E-Mail: [jerri.snodgrass@dese.mo.gov](mailto:jerri.snodgrass@dese.mo.gov)

## PRE-CONFERENCE SESSION

### Title of Presentation:

Cutting Edge Internet Based Keyboarding & 10-Key Data Entry

### Presenter:

Barbara Ellsworth, President Ellsworth Publishing

### Target Audience:

Keyboarding Teachers

### Brief Summary of Session:

Internet delivery means no EPC course software to install or maintain on school computers. Courses are self paced; students can work from school or home. NO PAPERS TO GRADE, HANDLE, OR TURN IN TO INSTRUCTOR due to an outstanding Teacher Manager. Progress and Grade Reports are viewed by the teacher from the internet - from school or home. Special software feature prevents students from taking their eyes off the textbook to look at their hands or the screen. Internal Message Center to send messages of encouragement or praise to students and receive replies. Nuts 'n' Bolts of Formatting textbook free to users of EPC courses.

### Date, Time, and Location:

Tuesday, July 25, 2006 • 8:00 a.m. - 10:00 a.m.  
*Computer Lab; Ozark Community Technical College, Technical Building*

### Attendance: Open to Missouri ACTE Members

### Pre-Registration Required.

Registration form will be on the business education web site at [http://dese.mo.gov/divcareered/business\\_ed\\_index.htm](http://dese.mo.gov/divcareered/business_ed_index.htm). Limited to 24.

### No Fee Charged.

### Division Contact:

Tonya Skinner, MBEA Secretary  
Phone: 573-887-4024  
E-Mail: [tonya@btskinner.com](mailto:tonya@btskinner.com)

## PRE-CONFERENCE SESSION

### Title of Presentation:

MoneySKILL™ Teacher Training

### Presenter:

Susie Irvine, President AFSA Education Foundation

### Target Audience:

Personal Finance Teachers

### Brief Summary of Session:

MoneySKILL™, a free online curriculum, teaches personal finance concepts on income, expenses, assets, liabilities, and risk management. This workshop will familiarize teachers with the curriculum, the registration process for teachers, classes and students, and the electronic grade book that continuously keeps track of the students' progress.

### Date, Time, and Location:

July 25, 2006 ♦ 8:00 a.m. - 9:00 a.m.  
(Repeated from 9:15 to 10:15 a.m.)  
Ozark Community Technical College, Technical Building

### Pre-Registration Required.

Registration form will be on the business education web site at [http://dese.mo.gov/divcareered/business\\_ed\\_index.htm](http://dese.mo.gov/divcareered/business_ed_index.htm). Limited to 24 for each session.

### Attendance Open to Missouri ACTE Members.

### No Fee Charged.

### Division Contact:

Tonya Skinner, MBEA Secretary  
Phone: 573-887-4024  
E-Mail: [tonya@btskinner.com](mailto:tonya@btskinner.com)

## Missouri ACTE/MBEA Summer Conference Program University Plaza Hotel, Springfield, MO - July 24-27, 2006

**MBEA Conference Theme:** Business Education ... for a SUPER Future!

### Monday, July 24

#### 9:30 a.m.

#### Missouri ACTE Board of Directors Meeting

University Plaza - Oklahoma Room

#### 9:30 a.m. - 11:00 a.m.

#### Tour of Springfield Business

#### T1 - Hammons Field

955 East Trafficway (Walking distance from the University Plaza and the Expo Center)

Advance registration required; no charge -  
<http://dese.mo.gov/divcareered/conferences.htm#MBEA>

### Monday, July 24 (Continued)

#### 1:00 p.m. - 7:00 p.m.

#### Missouri ACTE Conference Registration and Exhibits Open

Springfield EXPO Center - 635 St. Louis St.

#### 1:00 p.m. - 4:00 p.m.

#### MBEA Executive Board Meeting

University Plaza - Colorado Room

**MBEA Conference Program continued on page 4**

## Monday, July 24 (Continued)

1:00 p.m. - 5:00 p.m.

### New Secondary Career Education Business Teachers' Seminar

University Plaza - Kansas B&C Room

Registration required; no charge.

See form at [http://www.dese.mo.gov/divcareered/Conferences/Biz\\_New\\_Teacher\\_Seminar.pdf](http://www.dese.mo.gov/divcareered/Conferences/Biz_New_Teacher_Seminar.pdf)

Refreshments will be provided.

1:00 p.m. - 5:00 p.m.

### Financial Fitness for Life

University Plaza - Illinois Room

This program helps students apply economics and decision-making skills to the real world of earning and spending an income, saving, using credit, investing, and managing money. This comprehensive K-12 program consists of teacher resource manuals, student workbooks, parent guides, interactive activities, and a CD-ROM. The first 30 teachers registering will receive a complete set of the 9-12 curriculum through a grant to Operation Outreach from the National Council on Economic Education funded by Bank of America. In addition, an overview of the Financial Fitness for Life nationally normed assessment for classroom use will be included. This curriculum is in alignment with the new Personal Finance Competencies for the state of Missouri graduation requirement.

Presenter: Patricia Palmer, Ed.D.; Chillicothe

**(Pre-registration was required. This session is currently closed.)**

See web site for curriculum ordering:  
<http://fffl.ncee.net/9-12.php>

1:30 p.m. - 3:00 p.m.

### Tour of Springfield Business

#### T2 – Bass Pro Shop (Behind the scenes)

1925 South Campbell (Meet in University Plaza Ballroom Lobby for carpooling.)

Advance registration required; no charge -  
<http://dese.mo.gov/divcareered/conferences.htm#MBEA>

## Tuesday, July 25

### MBEA Hands-On Computer Lab

Advance registration recommended because of limited space. As space permits, onsite registration is possible at the starting time at workshop location. See <http://dese.mo.gov/divcareered/conferences.htm#MBEA> for registration form and description.

OTC – Ozarks Technical Community College

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

#### 1A. MoneySKILL™

OTC Technical Education Center - Room 110

Presenter: Susie Irvine; Washington, DC

Sponsored by AFSA Education Foundation

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

#### 2A. MoneySKILL™ (Repeat of 1A)

OTC Technical Education Center - Room 110

Presenter: Susie Irvine; Washington, DC

Sponsored by AFSA Education Foundation

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

#### 3A. Cutting Edge Internet Based Keyboarding & 10-Key Data Entry

OTC Technical Education Center - Room 108

Presenter: Barbara Ellsworth; Mesa, Arizona

Sponsored by Ellsworth Publishing Company

8:00 a.m. - 2:00 p.m.

### Missouri ACTE Exhibits

Springfield EXPO Center - 635 E. St. Louis St.

8:00 a.m. - 5:00 p.m.

### Missouri ACTE Conference Registration

Springfield EXPO Center - 635 E. St. Louis St.

8:00 a.m.

### All Missouri ACTE Committee Meetings

Springfield EXPO Center - Hall 2 (street level)  
635 E. St. Louis St.

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

### All Division Session - 4th Cycle MSIP Update (Repeated)

Springfield EXPO Center - Hall C - 635 E. St. Louis St.

This session is for teachers from all divisions preparing for MSIP in the 2006-07 school year.

Presenter: Dennis Harden, Ed.D.; Jefferson City

## Tuesday, July 25 (Continued)

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

### Missouri ACTE New Professionals Reception

Springfield EXPO Center - Hall 2 (street level)  
635 E. St. Louis St.

10:30 a.m.

### Missouri ACTE Opening General Session

Springfield EXPO Center - Hall C - 635 E. St. Louis St.  
Presenter: Bryan Townsend; Eureka, Alabama

12:30 p.m. - 1:30 p.m.

### Missouri ACTE All Division Session

Springfield EXPO Center - Hall C - 635 E. St. Louis St.

Box lunches will be available for purchase at the Expo Center immediately following the Missouri ACTE Opening Session.

Topic: Career Clusters

Speaker: Dr. Ann Benson; Stillwater, Oklahoma

## CONCURRENT SESSIONS

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

### 1. American Enterprise Works Best for Enterprising Americans.

University Plaza - Kansas A Room

Owning a real business in school engages teens emotionally and cognitively, equips them with transferable enterprise values and skills, empowers them to be prized employees and thriving entrepreneurs, and improves their attendance, achievement, and graduation rates.

Presenter: Scott Reznick; Harvey Cedars, New Jersey

Sponsored by EnterprisePrep™

### 2. Online Financial Literacy Education

University Plaza, Kansas B-C Room

Learn how to use Mapping Your Future's Show Me the Future<sup>SM</sup>, an online life skills and money management game, as well as other features and services to enhance your students' financial literacy education. Mapping Your Future is a public-service, nonprofit organization providing free career, college, financial aid, and financial literacy information and services.

Presenter: Pam King, Ozark

Sponsored by Mapping Your Future, Inc.

## Tuesday, July 25 (Continued)

## CONCURRENT SESSIONS

1:15 p.m. - 2:15 p.m. (Continued)

### 3. Work Based Learning – Putting Your Students to Work

University Plaza - Texas Room

This session will discuss the procedures necessary to start and run a Supervised Business Experience program within your career education business department, as well as how to use a one-day job shadowing experience to bring real life work experiences to enhance your business classroom.

Presenter: Chris Fenske, Cassville

### 4. Understanding Poverty & Wealth – Meeting the Needs of All Students (Repeated 7/26)

University Plaza - Colorado Room

Do you have what it takes to succeed in a wealthy environment? Could you survive in poverty? How do you meet the needs of students from wealth, middle class and poverty? This workshop, based on the work of Dr. Ruby Payne, is about economic diversity. Participants will establish a mental framework for understanding economic realities and will understand the hidden rules of the three socio-economic classes.

Presenters: Shela Lovewell & Jenny Cofield, Springfield

### 5. News & Notes for FBLA Advisers

University Plaza - Arizona Room

District, state, and national FBLA information for the 2006-2007 school year will be shared. All advisers are encouraged to attend.

Presenter: Leslie Kerns, Jefferson City

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

### MBEA Opening Session

University Plaza - Nebraska/Iowa Room

Greetings from FBLA

MBEA Awards Presentation

Keynote: An Offer You Can't Refuse

A message with a genuine blend of enthusiasm, humor, and inspiration ... delivered in an unforgettable, electrifying style.

Keynote Presenter: David Leedy; Springboro, Ohio

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

## Tuesday, July 25

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

### Preparing for the 4th Cycle MSIP Review (Repeat)

Springfield EXPO Center - Hall C - 635 E. St. Louis St.

This session is for teachers from all divisions preparing for MSIP in the 2006-07 school year.

Presenter: Dennis Harden, Ed.D.; Jefferson City

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

### All MBEA Committee Meetings

University Plaza - Arizona Room

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

### MBEA First-Timers' Orientation

University Plaza - Arizona Room

6:00 p.m.

### MBEA District Meetings (optional)

Locations to be determined by districts. See MBEA message board in University Plaza Ballroom Lobby.

## Wednesday, July 26

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

### "Birds of a Feather" Continental Breakfast

University Plaza - John Q Room

Table Topics: Accounting, Articulation of Keyboarding/Computer Applications, Introduction to Business, CMSU Conference Credit, Digital Communications, Fundraising, Graphic Arts/Desktop Publishing, PBL, Program Promotion/Recruiting, Southeast Missouri Business Educators, Northwest Missouri State University Online Classes, Supervised Business Experience, Web Design. Table-hopping is permitted. Tables will be available for those who just want to eat.

### MBEA Hands-On Computer Lab

Advance registration recommended because of limited space. As space permits, onsite registration is possible at the starting time at workshop location. See <http://dese.mo.gov/divcareered/conferences.htm#MBEA> for registration form and description.

OTC - Ozarks Technical Community College  
MSU - Missouri State University

7:15 a.m. - 9:15 a.m.

#### 4A. Flash MX: Introduction to Web Animation

MSU Glass Hall - Room 467

Presenter: Tonya Skinner, Oran

## Wednesday, July 26 (Continued)

### MBEA Hands-On Computer Lab (Continued)

Advance registration recommended because of limited space. As space permits, onsite registration is possible at the starting time at workshop location. See <http://dese.mo.gov/divcareered/conferences.htm#MBEA> for registration form and description.

OTC - Ozarks Technical Community College  
MSU - Missouri State University

9:45 a.m. - 11:45 a.m.

#### 5A. Just Blog It!

OTC Technical Education Center - Room 110

Presenter: Mary Hoyt, Maryville

#### 5B. Movie Maker Basics - Hands On for Beginners

OTC Technical Education Center - Room 106

Presenter: Lindsey Frerking, Richmond

#### 5C. Paradigm's New Web-Based Keyboarding: It's a SNAP!

OTC Technical Education Center - Room 109

Presenter: Robert Galvin; St. Paul, Minnesota

Sponsored by Paradigm Publishing

#### 5D. Flash MX: Taking it to the Next Level

MSU Glass Hall - Room 467

Presenter: Tonya Skinner, Oran

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

#### 6A. Using Excel to Analyze Data for Report Writing

OTC Technical Education Center - Room 109

Presenter: Carolyn Rainey, Cape Girardeau

#### 6B. Bring Access to Class ... Tips for Teaching Database Applications to Teens

OTC Technical Education Center - Room 110

Presenter: Nancy Graviett, Cottleville

#### 6C. Merge Windows Movie Maker with Premiere Pro

MSU Glass Hall - Room 467

Presenter: Martha Mangels, Oak Ridge

#### 6D. The Basics of Dreamweaver MX

MSU Glass Hall - Room 224

Presenters: Eric Fudge & Russ Schupp, Sedalia

## Wednesday, July 26 (Continued)

### MBEA Hands-On Computer Lab

Advance registration recommended because of limited space. As space permits, onsite registration is possible at the starting time at workshop location. See <http://dese.mo.gov/divcareered/conferences.htm#MBEA> for registration form and description.

OTC - Ozarks Technical Community College  
MSU - Missouri State University

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

#### 7A. Adobe InDesign-Hands On-Beginning to Intermediate

OTC Technical Education Center - Room 108

Presenter: Karen Owen, St. Peters

#### 7B. Creative Dreamweaver MX

MSU Glass Hall - Room 224

Presenters: Eric Fudge & Russ Schupp, Sedalia

### CONCURRENT SESSIONS

### 9:00 a.m. - 10:30 a.m.

#### 6. *Personalizing the New Personal Finance Requirement: Adapting a Personal Finance Course to District Curriculum*

University Plaza - Oklahoma Room

"Lights, Camera, Action!" You are assigned to Personal Finance, where to begin? How to meet the competencies? How to blend this new course with other course offerings? These are just a few of the questions that Marilyn Hamm, Personal Finance Teacher, Maryville, has already addressed. Join Marilyn and Patty Palmer for a practical, action packed, informative session on making the transition to teaching Personal Finance in your school!

Presenters: Marilyn Hamm, Maryville & Patricia Palmer, Chillicothe

## Wednesday, July 26 (Continued)

### CONCURRENT SESSIONS

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

#### 7. *A B C's of Copyright (Repeated)*

University Plaza - Illinois Room

Copyright is one of the most perplexing problems that teachers, administrators and educators face today. The basic copyright law as it applies to classrooms, libraries and the total educational community will be presented. Information will be made available for making copying decisions, including fair use. Guidelines on classroom photocopying, music, video usage, distance learning, internet and off-air taping will be covered. The second part of the workshop will deal specifically with copyright as related to multimedia production and distribution. Time will be provided for discussion and specific questions from the audience. The handout will include acceptable fair use of copyrighted works, definitions, sample forms, bibliography and current web sites.

Presenter: Sharon Early, Lee's Summit

#### 8. *Handheld Computers in the Classroom (Limited to 30) (Repeated)*

University Plaza - John Q Room

Handheld computers are being used in classrooms all over the United States, and now, some classrooms in Missouri. These computers (PDA's) are very powerful, inexpensive tools that schools can use to increase technology use in their districts. In this workshop you will be provided a hands-on opportunity to experience several software programs and see classroom applications.

Presenter: Stacey Franks, Jefferson City

Sponsored by SuccessLink

#### 9. *Program Improvement Made Easy!*

University Plaza - Kansas A Room

In this session, attendees will learn to draft program evaluation plans and program improvement plans as required by MSIP. Examples of student surveys, community surveys, and advisory council agenda topics will be examined and discussed.

Presenter: Elaine Metcalf, Lee's Summit

#### 10. *Integrating Communication Arts GLE's into Your Business Curriculum*

University Plaza - Kansas B Room

Are you being asked to contribute to the performance of students on the MAP tests? If so, learn how the Grade Level Expectation's in Communication Arts crosswalk with the business education curriculum and tie into the MAP test.

Presenter: Carey Smith, Jefferson City

## Wednesday, July 26 (Continued)

### CONCURRENT SESSIONS

9:30 a.m. - 10:30 a.m. (Continued)

#### 11. Teaching Investment Principles

*University Plaza - Kansas C Room*

American Century Investments develops financial literacy programs, experiential economics programs, Tips for Kids® and Tips for Life®, that place students in real-life situations where they can apply critical thinking and problem-solving skills. The curriculum is free to all teachers and tied to state standards.

Presenter: Scott Oberkrom, Kansas City

#### 12. Certify Your Web Classes with CIW - Certified Internet Web Professional Certification

*University Plaza - Arkansas Room*

CIW is widely recognized as vendor-neutral curriculum and certifications that focus on Internet job skills, such as web site design, development, administration and security. CIW curriculum and certifications map to the Information Technology "Career Clusters" and provide a clear path with industry-recognized job titles and practical skills required to perform specific job tasks. We will discuss the CIW certification and the benefits, such as the ability to offer the high-stakes CIW certification exams right inside the classroom

Presenter: Trish Bobst; Granville, Ohio

Sponsored by Course Technology/Thomson

#### 13. Not Your Ordinary Notebook-The Tablet PC - An Organizational Tool for Students and Teachers

*University Plaza - Texas Room*

Discussion on how the tablet PC is being used as an organizational tool in their classroom. The classroom benefits of One Note and other tablet PC specific programs will be shown. Each participant will leave with a CD of review games, free downloadable programs, and other useful applications to use in their classroom.

Presenters: Nancy Bibb & Stacie Smith, Bowling Green

## Wednesday, July 26 (Continued)

### CONCURRENT SESSIONS

9:30 a.m. - 10:30 a.m. (Continued)

#### 14. Computer Programming for Generation Next

*University Plaza - Georgia Room*

In today's age, the postmodern student is constantly on-line, gaming, or clicking on the mouse. We as teachers are challenged to make our computer programming courses more interesting and entertaining. This session will present strategies to incorporate game-like environments into an introduction to programming course using free software. Whether your approach to programming is structured or object oriented, you will receive ideas and illustrations to enhance the learning environment of your classroom.

Presenter: Linda Webster & Edward Mirielli, Fulton

#### 15. (Adult Education) ePayment Planning Workshop/Forum

*University Plaza - Nebraska Room*

Start formulating a strategic Adult Ed. (and district-wide) ePayment & Card Security Plan that will help increase registrations and reduce costs, dramatically impacting the school's bottom line. eRegistration Forum. Learn how Owatonna, MN, Adult Ed. has increased revenue over 36%. Scores of WebStore best practices for automated registration for all CE programs. (including after school)

Presenter: Mark Gebhard; Bloomington, Minnesota

10:45 a.m. - 11:45 a.m.

#### 16. Service Learning in the Business Education Curriculum

*University Plaza - Oklahoma Room*

Have you ever wondered how you can take students' classroom projects and make them useful? Learn some multimedia and desktop publishing ideas that will make students learn while serving others.

Presenters: Gina McLachlan & Tina Murphy, Fulton

**MBEA Conference Program continued on page 9**



## Wednesday, July 26 (Continued)

### CONCURRENT SESSIONS

10:45 a.m. - 11:45 a.m. (Continued)

#### 17. A B C's of Copyright (Repeat)

*University Plaza - Illinois Room*

Copyright is one of the most perplexing problems that teachers, administrators and educators face today. The basic copyright law as it applies to classrooms, libraries and the total educational community will be presented. Information will be made available for making copying decisions, including fair use. Guidelines on classroom photocopying, music, video usage, distance learning, internet and off-air taping will be covered. The second part of the workshop will deal specifically with copyright as related to multimedia production and distribution. Time will be provided for discussion and specific questions from the audience. The handout will include acceptable fair use of copyrighted works, definitions, sample forms, bibliography and current web sites.

Presenter: Sharon Early, Lee's Summit

#### 18. Handheld Computers in the Classroom (Limited to 30) (Repeat)

*University Plaza - John Q Room*

Handheld computers are being used in classrooms all over the United States, and now, some classrooms in Missouri. These computers (PDA's) are very powerful, inexpensive tools that schools can use to increase technology use in their districts. In this workshop you will be provided a hands-on opportunity to experience several software programs and see classroom applications.

Presenter: Stacey Franks, Jefferson City

Sponsored by SuccessLink

#### 19. Transition: Life Skills for Personal Success

*University Plaza - Kansas A Room*

A comprehensive curriculum delivered in the classroom or online that teaches critical soft skills for obtaining employment and building a lasting career.

Presenter: Marc McCulloch, Ed.D.; Indiana

Sponsored by All Students Can Learn Educational Services, Inc.

#### 20. New FBLA Advisers' Orientation

*University Plaza - Kansas B Room*

Are you a new FBLA adviser? If the answer is yes, you will want to attend this session to receive basic FBLA information and to learn about resources and sources for answers to your questions.

Presenter: Leslie Kerns, Jefferson City

## Wednesday, July 26 (Continued)

### CONCURRENT SESSIONS

10:45 a.m. - 11:45 a.m. (Continued)

#### 21. Prepare for the Future - Missouri's "Hot" Jobs

*University Plaza - Kansas C Room*

What jobs are projected to grow or decline? How much education will I need in order to get these "hot" jobs? This session will answer these questions, as well as talk about how and why we are grading all occupations and what the grade means for students and job seekers.

Presenter: Betty Brown, Jefferson City

Sponsored by Missouri Economic Research & Information Center (MERIC)

#### 22. SynchronEyes Your Computer Lab

*University Plaza - Arkansas Room*

Find out what the students on the back row are really doing on their computers. SynchronEyes monitoring software lets you observe students' computers, write messages on monitors, take control of computers, lock computers, block Internet access, transfer files, complete tests, and broadcast your monitor's image. It is a wonderful tool for stressed out business teachers, and it's fun to use.

Presenter: Barbara Luna, Gainesville

#### 23. (Postsecondary)Using Articulate in the Online Class

*University Plaza - Texas Room*

Learn how to create web-based presentations, quizzes, and assessments for your online class using the Articulate Presenter and Quizmaker software.

Presenter: Becky Beydler, Sedalia

#### 24. A Simple Look at Web Page Design

*University Plaza - Georgia Room*

Sharon will present down-to-earth tips for designing web pages. This is a session for beginners who want to create their own web pages. Of course, Sharon will be making available new PowerPoint attitude presentations. Come and join the fun.

Presenter: Sharon Fisher-Larson; Janesville, Wisconsin

Sponsored by Glencoe/McGraw-Hill Publishing

**MBEA Conference Program continued on page 10**

## Wednesday, July 26 (Continued)

### CONCURRENT SESSIONS

10:45 a.m. - 11:45 a.m. (Continued)

#### 25. Instructional Design is Like DUCT Tape: It Works on Everything

*University Plaza - Nebraska Room*

Effective instructional design techniques for choosing layout, design, and engaging audiences translates from simple overhead transparencies to multimedia presentations to web site design. Using a simple DUCT acronym provides four simple rules for successful instructional design techniques that anyone can use for successful results.

Presenter: Mary Ann DeLine, Cape Girardeau

Noon - 1:30 p.m.

### JOINT MBEA/DPE LUNCHEON

*University Plaza- Iowa*

Topic: Inspiration for a New Year

Speaker: Ralph K. Manley

Advanced registration required; tickets will not be sold on site.

### CONCURRENT SESSIONS

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

#### 26. What's New at Resources@MCCE?

*University Plaza - Oklahoma Room*

Resources@MCCE is funded by the Missouri Department of Elementary and Secondary Education to provide resources for loan to educators. Find out what new videos, DVDs, CDs and kits have been added to the library this year.

Presenter: Cathy Kahoe, Warrensburg

Sponsored by Missouri Center for Career Education

#### 27. Create a Business Atmosphere Through Problem-Based Learning

*University Plaza - Illinois Room*

Problem-based learning gives students the opportunity to apply skills in real-world situations. You will leave this session with tools to manage problem-based learning in your classroom and activities for your business classes.

Presenter: Arlene Broeker, Jefferson City

## Wednesday, July 26 (Continued)

### CONCURRENT SESSIONS

1:45 p.m. - 2:45 p.m. (Continued)

#### 28. (Postsecondary) Super Opportunities in the Health Care Field

*University Plaza - John Q Room*

An outline of educational programs as well as qualifications for certification exams will be presented. Statistical information of projected future needs for medical record transcriptionists and certified coders as well as salaries will be discussed.

Presenter: Diane Swift, Marshall

#### 29. Technology Update 2006

*University Plaza - Kansas A Room*

What's new with certifications, standards, assessment, software revisions, multimedia, and technology curriculum? This session includes discussion on IT Certifications such as Microsoft Office Specialist and IC3, update of Microsoft Office, multimedia software, and keyboarding and computer applications at the lower grades.

Presenter: Trish Bobst; Granville, Ohio

Sponsored by Course Technology/Thomson

#### 30. Using the New Scope & Sequence for Keyboarding and Computer Applications (Repeated 7/27)

*University Plaza - Kansas B Room*

Would you like to be able to structure your keyboarding/computer application instruction to help you take students from where they are to progressively higher-level skills? Learn the importance and procedures for working within your district to develop a workable structure and ways to implement it in your district.

Presenters: Linda Sullivan, Holts Summit & Becky Beydler, Sedalia

#### 31. The Federal Reserve Bank: FREE Economic and Financial Education Resources for the Classroom (Repeated)

*University Plaza - Kansas C Room*

The Federal Reserve Bank is committed to developing and providing classroom materials for educators that address economic and personal finance concepts. This session will feature an overview of Federal resources available to high school educators. Complimentary classroom materials will be available.

Presenter: Gigi Wolf, Kansas City

Sponsored by Federal Reserve Bank of Kansas City

## Wednesday, July 26 (Continued)

### CONCURRENT SESSIONS

1:45 p.m. - 2:45 p.m. (Continued)

#### 32. Retired Professionals

*University Plaza - Arkansas Room*

Updating and informing retired professional business educators about situations affecting them and their retirement will be the focus of this session. New retirement legislation, the progress on repealing the GPO/WEP, and other current issues regarding retirees will be addressed.

Presenter: Jim Kreider, Jefferson City

Sponsored by Missouri Retired Teachers Association

#### 33. A New Classroom Program That's All About Business

*University Plaza - Texas Room*

American Business is an educational career development program that features comments from professionals, education and salary data, business case studies, true to life classroom projects, assessments and other tools that introduce students to the importance of business education and business careers. Content covers all six Business, Management and Administrative career cluster pathways. An optional NOCTI online assessment also is available with each classroom set.

Presenters: Barbara Orwig and Monte Cass; Overland Park, Kansas

Sponsored by Career Communications, Inc.

#### 34. Captivate Your Students - Even When They Aren't in Class!

*University Plaza - Georgia Room*

Captivate software allows the user to capture the onscreen actions that are used to perform tasks in any software. Textboxes with captions and audio are added to provide multi-sensory tutorials to students. Captivate is effective for online delivery of computer software as well as to provide supplemental instruction in face-to-face classrooms.

Presenter: Nancy Zeliff, Maryville

1:45 p.m. - 4:00 p.m.

#### 35. (Adult Education) Community Education Best Practices

*University Plaza - Nebraska Room*

Learn about successful community education programs from throughout Missouri. Bring your flyers and examples of successes you've had in your community education classes! Many topics will be discussed throughout this session: marketing, scheduling, developing new and exciting classes, legal issues, online registration and payments, and much more!

Presenters: Dee Moore & Lori Tally, Platte City

## Wednesday, July 26 (Continued)

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

#### Beverage Break

*University Plaza - Ballroom Lobby & Convention Center Lobby*

Courtesy of EMC/Paradigm

### CONCURRENT SESSIONS

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

#### 36. Welcome to VTECS Connect

*University Plaza - Oklahoma Room*

VTECS has a thirty-year history of operating as a consortium of states where members pool resources to develop competency-based career and technical education products that are validated by business, industry, and labor. In order to develop these products, VTECS employs a complete occupational analysis system whereby data is collected from incumbent workers for the specified occupational area. With our elaborate and lengthy history, VTECS has had the pleasure of working with numerous federal and state agencies to promote the systematic research, development, and implementation of competency based career-technical education and training.

Presenter: Ken Potthoff; Decatur, Georgia

Sponsored by VTECS

#### 37. "Don't Quote Me on That!"

*University Plaza - Illinois Room*

Is your administrator encouraging you to do your part in preparing students for MAP testing? Use higher-level questioning daily that is so engaging that students will be looking for the quote as they walk through the door! This bell work with an annual theme can also be incorporated into classroom projects all year.

Presenter: Karen Irvine, Centerview

#### 38. SUPER Vegetable Soup for the Business Teacher's Soul! (Limit 50)

*University Plaza - John Q Room*

Nothing warms the heart and soul like a bowl of homemade vegetable soup; each ingredient is unique and special. While sharing the recipe and a warm bowl of soup with participants, they will discuss the unique ingredients in successful business education programs and see a presentation of quotes, stories, and ideas for SUPER projects and ideas that work in business education classrooms.

Presenter: Mary Ann DeLine, Cape Girardeau

## Wednesday, July 26 (Continued)

### CONCURRENT SESSIONS

3:00 p.m. - 4:00 p.m. (Continued)

#### 39. Consumer Credit Management Skills

*University Plaza - Kansas A Room*

This presentation is designed to help educators teach students the importance of paying their bills on time, as well as effective money management skills. The use and abuse of credit cards will be the primary focus. Various credit terms will be discussed.

Presenter: Tracey Blaue, Springfield

Sponsored by Consumer Credit Counseling Service

#### 40. Preparing for 4th Cycle MSIP

*University Plaza - Kansas B Room*

Suggestions and guidelines will be shared for preparing for the Missouri School Improvement Program review.

Presenter: Carey Smith, Jefferson City

#### 41. The Federal Reserve Bank: FREE Economic and Financial Education Resources for the Classroom (Repeat)

*University Plaza - Kansas C Room*

The Federal Reserve Bank is committed to developing and providing classroom materials for educators that address economic and personal finance concepts. This session will feature an overview of Federal resources available to high school educators. Complimentary classroom materials will be available.

Presenter: Gigi Wolf, Kansas City

Sponsored by Federal Reserve Bank of Kansas City

#### 42. Understanding Poverty & Wealth - Meeting the Needs of All Students (Repeat)

*University Plaza - Arkansas Room*

Do you have what it takes to succeed in a wealthy environment? Could you survive in poverty? How do you meet the needs of students from wealth, middle class and poverty? This workshop, based on the work of Dr. Ruby Payne, is about economic diversity. Participants will establish a mental framework for understanding economic realities and will understand the hidden rules of the three socio-economic classes.

Presenters: Shela Lovewell & Jenny Cofield, Springfield

## Wednesday, July 26 (Continued)

### CONCURRENT SESSIONS

3:00 p.m. - 4:00 p.m. (Continued)

#### 43. Puzzled About Bulletin Boards?

*University Plaza - Texas Room*

Are you using all the space in your classroom to make a better learning environment or do you have a gaping white spot on your wall. The perfect thing to put in that blank wall is a bulletin board. Join us to piece together new ideas for the new year.

Presenters: Shelly Henderson & Jerri Haley, Eldon

#### 44. Office Tips & Tricks - The Sequel

*University Plaza - Georgia Room*

Sharon will introduce more tips and tricks for working with office. There is always something new to learn. If the new version of Office is out in time for her to work through it, she will include its new features.

Presenter: Sharon Fisher-Larson; Janesville, Wisconsin

Sponsored by Glencoe/McGraw-Hill Publishing

3:30 p.m.

#### Missouri ACTE House of Delegates Meeting

*University Plaza - Arizona Room*

8:30 p.m.

#### Missouri ACTE All Division Social

*The Oasis - 2550 North Glenstone*

## Thursday, July 27

### T-shirt and Tennis Shoe Day!

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

#### "Birds of a Feather" Continental Breakfast

*University Plaza - John Q Room*

Table Topics: Business Communication, Business Law, Business Technology, CMSU Conference Credit and Online Courses, FBLA, Job Shadowing, Middle School, Missouri Business Contests, Multimedia, Network Administration, New Graduation Credit Requirements, Personal Finance, Southeast Missouri Business Educators. Table hopping is permitted. Tables will also be available for those who just want to eat.

**MBEA Conference Program continued on page 13**

## Thursday, July 27 (Continued)

### ROUNDTABLES

University Plaza - Iowa

**(Rotations at 8:00-8:30, 8:35-9:05, 9:10-9:40, 9:45-10:15)**

Moderator: Martha Nothdurft, Scott City

#### **R1A. (Middle School) K-6 Technology Education (8:00-8:30 and 8:35 to 9:05 only)**

With technology education moving to lower grades, come talk about what your school is doing and hear about what is happening in other districts. K-6 computer lab activities and Internet resources will be shared.

Presenter: Michelle Lindsey, Ozark

#### **R1B. (Postsecondary) SUPER Exchange! (9:10-9:40 and 9:45-10:15 only)**

Are you looking for new ideas? Are you curious about what other post-secondary institutions are doing in their business departments? This roundtable could be the answer. It will be an exchange of ideas among the participants. Feel free to come with dilemmas and successes. Possible topics: articulation, dual credit, technology, program development, curriculum development, distance education, grants, advisory committees, professional development, business connections, and industry training.

Presenter: Laura Taylor, Sedalia

#### **R2. PBL Q&A**

An opportunity to share ideas and ask questions about PBL.

Presenter: Arlene Broeker, Jefferson City

#### **R3. National Teacher Certification - Is it for you?**

The National Teacher Certification process will be discussed and the portfolio will be shared. This is a professional development opportunity that will help you be a better teacher for your students.

Presenter: Tonya Holder, Carrollton

#### **R4. Super Selling on eBay**

A round table discussion on how to teach anyone from high school students to senior citizens to sell Superman's used costumes or his empty hair tonic bottles on eBay.

Presenter: Pat Gillman, Knob Noster

## Thursday, July 27 (Continued)

### ROUNDTABLES (Continued)

University Plaza - Iowa

**(Rotations at 8:00-8:30, 8:35-9:05, 9:10-9:40, 9:45-10:15)**

#### **R5. Implementing Keyboarding in Elementary Grades - Challenges and Resources**

Starting a keyboarding program at the elementary level presents several challenges for districts of all sizes. This presentation will focus on the proposal presented to the district, the teachers used for the program, selection of resources that cost the district money, selection of resources that are free, and the management of the program.

Presenter: David Heath, Columbia

#### **R6. Do We Have to Take Notes?**

How do you get a student interested in Business Law, Personal Finance, or other classes often used for napping? Come get new ideas, share what has worked for you, and go away with loads of resources and inspiration.

Presenter: Kaysi L. Stanley, Webb City

#### **R7. Diversity in the Classroom**

Discussion on overcoming diversity issues in our classrooms. Come learn and share strategies for handling diversity in our classrooms that can prepare our students for what they may face in the workplace.

Presenter: Lori Comer, Republic

#### **R8. Work Based Learning – Putting Your Students to Work**

This session will discuss the procedures necessary to start and run a Supervised Business Experience program within your career education business department, as well as how to use a one-day job shadowing experience to bring real life work experiences to enhance your business classroom.

Presenters: Chris Fenske & Shelley Henderson, Cassville

### CONCURRENT SESSIONS

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

#### **45. Get Out Your Pen!**

University Plaza - Arkansas Room

Are you using your tablet PC as you would a notebook computer? If so, this session will show you a few ways to take advantage of the "tablet" part of your tablet PC. Topics include using Classroom Presenter to encourage student participation while lecturing and using ink annotations to give better feedback on student work.

Presenter: Joni Adkins, Maryville

## Thursday, July 27 (Continued)

### CONCURRENT SESSIONS

8:00 a.m. - 9:00 a.m. (Continued)

#### 46. E-Portfolios are E-asy!

*University Plaza - Colorado Room*

E-Portfolios are an efficient measure of student learning and technology skills. Used to measure student competencies in specific courses or as exit assessments for program completers, e-portfolios are used as internal and external assessments. Rubrics used in evaluating these e-portfolios will be shared as well as specific programs and examples discussed and illustrated.

Presenter: Nancy Zeliff, Maryville

#### 47. "Integrating Assessment Tools and Tutorials in Your Computer Concepts and Applications Course: It's a SNAP!"

*University Plaza - Kansas A Room*

Welcome to SNAP! New from EMC/Paradigm Publishing, SNAP allows students the opportunity to both demonstrate and enhance computer skills they are learning in your course! SNAP can be used by students to take exams, get course information, and to communicate with you, the instructor! Integrating assessment tools and tutorials into teaching should be simple and rewarding. This session will provide an in-depth look at SNAP, a state-of-the-art tool for training, assessing, and managing student proficiency in an LMS environment using Microsoft Office 2003. Discover the power of integrated tutorials when combined with a wealth of cognitive and performance-based assessment items. Regardless of the delivery method you choose (i.e. instructor-led, hybrid, or distance learning) this session is for you!

Presenter: Robert Galvin; St. Paul, Minnesota

Sponsored by Paradigm Publishing

#### 48. Using the New Scope & Sequence for Keyboarding and Computer Applications (Repeat)

*University Plaza - Kansas B Room*

Would you like to be able to structure your keyboarding/computer application instruction to help you take students from where they are to progressively higher-level skills? Learn the importance and procedures for working within your district to develop a workable structure and ways to implement it in your district.

Presenters: Linda Sullivan, Holts Summit & Becky Beydler, Sedalia

## Thursday, July 27 (Continued)

### CONCURRENT SESSIONS

8:00 a.m. - 9:00 a.m. (Continued)

#### 49. Movie Maker 2: Creative Ideas for the Classroom

*University Plaza - Kansas C Room*

Enhance your curriculum with Movie Maker 2. It's free with XP, easy to use and FUN! Come to this session to get the 411 on Movie Maker and leave with a multitude of ideas on how to incorporate Movie Maker into your classroom. You'll also see how our students are using a digital camcorder and Movie Maker to produce professional looking videos.

Presenters: Kali Strickland & Tawni Boman, Jasper

#### 50. Security Awareness and You: It's not just an IT problem!

*University Plaza - Texas Room*

Many people don't realize that security is everyone's responsibility. It is not just an IT problem. Technology solutions alone are not enough to ensure information or network security. Therefore security awareness training is becoming critical to organizations to help employees understand the security risk associated with their daily activities and what their responsibilities are in complying with policies and procedures. This session will focus on things you - as a teacher or end user - can do to help keep your information or network secure. We'll talk about the growing number of security challenges you need to be aware of and how best to deal with them.

Presenter: Patti Dudenhoeffer, Columbia

Sponsored by MOREnet

#### 51. FBLA Middle Level-The Key to Your Chapter's Success

*University Plaza - Arizona Room*

Do you enjoy working with students that are eager to be involved? Do you like hearing "how high" when you ask a student to jump? If you like to work with students who want to be involved, are willing to put forth unmatched effort all while increasing interest in your program, then FBLA Middle Level is for you. Come learn easy strategies to get FBLA-ML started at your school and reap the benefits from seventh grade to twelfth grade.

Presenter: Bridgett Schmutz, Clever

**MBEA Conference Program continued on page 15**

## Thursday, July 27 (Continued)

### CONCURRENT SESSIONS

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

#### 52. Adobe InDesign: Moving from PageMaker to InDesign - See How Easy It Can Be!

*University Plaza - Arkansas Room*

A general overview of Adobe InDesign, its menus and functions in comparison to PageMaker and QuarkXPress. The advantages of the InDesign program will be presented. Resource and project recommendations will be provided.

Presenter: Karen Owen, St. Peters

#### 53. Getting Keyboarders on Track

*University Plaza - Colorado Room*

Introducing the keyboard by directing instruction from the whiteboard or overhead projector enables teachers to coach students in developing touch keyboarding skill (without looking at the fingers) and in overcoming bad habits (such as hunt-and-peck typing). Technique is emphasized. Students are encouraged to achieve personal bests. After the first few weeks, the regular textbook is used. Many success stories have been reported.

Presenters: Mona Casady, Springfield & Barbara Luna, Gainesville

#### 54. Strategies and Tools for Marketing Business Education

*University Plaza - John Q Room*

Attend this session to discuss marketing strategies to improve the effectiveness of recruiting business and marketing students into your program.

Presenter: James L. Stapleton, Cape Girardeau

#### 55. FBLA Successes: FBLA Week, Field Trips, RACE Into Reading

*University Plaza - Kansas A Room*

Each panel member will share their successful activities related to one of the three topics: FBLA Week, Field Trips and RACE Into Reading. Time will be given for questions and discussion.

Panel Members: Tammy Hall, Portageville; Carla Summa, Tarkio; Barbara Holcomb, Gallatin

Moderator: Jeanette Wachter, Chaffee

## Thursday, July 27 (Continued)

### CONCURRENT SESSIONS

9:15 a.m. - 10:15 a.m. (Continued)

#### 56. Business Education Career Clusters

*University Plaza - Kansas B Room*

The speaker will bring the concept of career clusters into perspective from a teacher's point of view. There is considerable confusion about the terminology of programs, clusters, pathways, courses, occupations and how all of these relate to curriculum. Explaining these in a simple way with examples will be the goal of this presentation.

Presenter: Ann Benson; Stillwater, Oklahoma

#### 57. Writing Vocational-Technical Education Enhancement Grants

*University Plaza - Kansas C Room*

Listen to information about writing Vocational-Technical Education Enhancement Grant proposals, ask questions, and get answers in this session. Topics to be discussed include due dates, application procedures, inventory, CIP codes, funding priorities, coding, invoices, changes, etc.

Presenter: Don Walker, Jefferson City

#### 58. Desktop Publishing ... for a SUPER year!

*University Plaza - Texas Room*

Discuss project ideas, share handouts, scoring guides, and discuss general design rules - all of which can be incorporated into your desktop publishing class. This is an expansion of my roundtable from last summer's 2005 MBEA Conference.

Presenter: Jody Pyle, Nixa

#### 59. It Doesn't Have To Be Out Of A Textbook

*University Plaza - Arizona Room*

Ideas for supplemental activities in Accounting with emphasis on taxes.

Presenter: Sandy Hamlin, St. Joseph

10:30 a.m. - Noon

#### MBEA Closing Session

*University Plaza - Nebraska Room*

Greetings from PBL

DESE Update

Business Meeting

Topic: How to Sell the #1 Product in a Market - Yourself!

Presenter: Kirk Elmquist, Springfield Cardinals

1:00 p.m.

#### Missouri ACTE Board of Directors Meeting

*University Plaza - Colorado Room*