

Kansas Business Teacher

Volume 55, Fall Issue #2

September 2003

Editor: Dawn E. Rottinghaus

Call to the Convention & Get Involved with Your Professional Organization



A Message from Connie Lindell -- KBEA President



Connie Lindell--President

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Thank you for your service and commitment to KBEA for those who are leaving the KBEA Board.

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Trying to find a way to extend that *summer feeling* for just a little bit longer? The Head Kahunas in KBEA have just the suggestion—join us in Wichita for the 2003 Convention. *Catch the first Wave of Success* by attending the hands-on computer sessions Thursday afternoon, October 16, at Friends University. A variety of sessions are available for you to choose from. The Delta Pi Epsilon (DPE) chapter from Emporia State invites all KBEA convention participants to join them on Thursday evening for a dinner meeting at the Wichita Marriott Hotel.

The *Opening Session* on Friday morning will feature *Patty Hendrickson* as our motivational speaker. Patty has been speaking professionally for over 15 years to audiences of all ages. The second *wave of success* will happen when you attend your choice of nine breakout sessions after the *Opening Session*.

Joining us for the conference this year is the Big Kahuna in the Mountain Plains Region—President Betty Johnson, from Nacogdoches, Texas. Betty will help KBEA recognize those educators in Kansas that have taught 5, 10, 15, 20, 25, 30, 35, or 40 years in Business Education at the annual luncheon on Friday afternoon.

The KBEA officers will again be selling tickets to bid on some really ‘cool’ stuff. The money earned is to help finance our scholarship program and send candidates to the Mountain Plains Leadership Development Institute.

So, make plans to join KBEA as we *Catch a Wave of Success* at this year’s convention, October 16-17, 2003.

KBEA Members will be voting on two changes to the constitution at the October convention. Log onto the www.ksbea.org website to view the changes that are highlighted in red. Be prepared to vote upon the changes that have been pinpointed.

“Catch a WAVE of Success”

**Receive 1 Hour Graduate Credit from Emporia State University--contact Dr. Nancy Groneman
College Credit through other universities is pending.**

In This Issue

KBEA Area Directors	2
KBEA Members Shine	3
2003 KBEA Convention Agenda (TH) .	4
2003 KBEA Convention Agenda (F)	5
2003 KBEA Convention Registration ...	6



Resources for Learning New Software

Marcia Giess, Southwest Director



Teachers in the area of technology are constantly faced with the need to update software in the classroom. Gone are the days when a complete hard copy of the reference manual is shipped with the software package. What do you do when the “quick guide” does not provide all of the information you need? One option is that usually you can PURCHASE the printed documentation for a fee. Another more feasible and workable option is to print a copy of the electronic version that is included with the CD and place it in a three-ring binder. This binder can then be made available as a reference source in the lab or in the classroom. If a particular problem arises, students can then research a solution through the help menu or look it up in the printed copy. Particularly troubling passages could also be highlighted in the hard copy for future reference.

Most software packages include a tutorial that will lead the user through the basics for using the software. The Internet is also another excellent resource for additional tutorials. By simply conducting a search for a particular software application, one can find excellent tutorials written by other experienced users. Some of these sites are actually better than the manufacturer’s tutorial because teachers or self-taught individuals have designed them with user-friendliness in mind.

Many university sites have free tutorials that have been developed for use by students. Purchasing workbooks or textbooks every time software is updated may be impossible; therefore teachers should give consideration to having students go through these tutorials in lieu of purchasing new workbooks/textbooks. Many of these tutorials can be printed and placed in notebooks or folders and used by students as a guide, as well.

Classroom teachers have to continually look for ways to successfully get information to students that will allow them to learn various software packages and the changes that take place from one version to the next. Because of budget constraints, teachers may have to find alternatives to new textbooks. Hopefully some of these suggestions will help.

What office is there which involves more responsibility, which requires more qualifications, and which ought, therefore, to be more honorable than that of teaching?

~Harriet Martineau

Utilizing Peer Knowledge

Helen Hoch, Southeast Director



Many of us in education may be feeling a bit apprehensive and uncertain about the future. The economic condition of schools, not only in the state of Kansas, but in a great part of the United States, is unstable at best. Political directives are being given in an effort to find ways of achieving visible improvement. Those areas of the curriculum considered to be non-core are often also discussed as being, perhaps, non-essential. What’s a business/computer technology teacher to do?

One thing that really seems to help me is the time I spend communicating with and learning from fellow educators. Participation in a variety of Future Business Leaders of America summer events helped both me and some of my students learn the importance of networking, the availability of quality educational opportunities and it allowed the chance to develop and demonstrate leadership skills. Attending different workshops and sessions, as well as time spent socializing with fellow business educators at the Mountain Plains Convention in June, also provided me with several ideas on ways to “Raise the Bar” in Business Education.

The next opportunity we will each have to mingle with others in our field, catch up with “old” friends and gain new ideas and enthusiasm for business education will be at the 2003 KBEA Convention. The convention will be held in Wichita on October 16 and 17. Mark these dates on your calendar and make plans now to join other business educators as we “Catch the Wave of Success with KBEA.” Don’t let this opportunity pass you by!!!

**A teacher makes
two ideas where
only one grew
before.**

~Elbert Hubbard

What is education? Education defies simple definition because it occurs in so many different locations and on so many different levels. Of course, education takes place inside the classroom, but it also takes place in countless other settings. We learn from books, teachers, parents, coaches, bosses, and peers. Sometimes, wisdom comes from observation, other times only from bitter experience.

KBEA Members Shine at Mountain Plains

www.ksbea.org



Irma Jean Blaha (Clifton-Clyde High) earns the honor of Mountain-Plains Secondary Business Teacher of the Year.



President Elect, Dr. Nancy Groneman (Emporia State), presents information about on-line classes.



Cindy Johnson (JCN High) accepts her award as Mountain-Plains Rookie Business Teacher of the Year.

Kansas tied for first with Colorado for Membership Achievement--either maintained or went above 100%.

Congratulations to Mary Ann Niemann (Oskaloosa High) for Kansas FBLA Adviser of the Year.



NE Director, Tad Hernandez, presents a workshop on digital video.

CONGRATULATIONS TO THE KBEA MEMBERS WHO WERE NAMED TO THE MOUNTAIN-PLAINS BOARD!
Donna Shawn--President Elect
Marilyn Jones--Publications Chair
Connie Lindell--Legislative Chair

CONGRATULATIONS to Jennifer Wahrman of Palco High School for receiving 2nd Place in the Share-an-Idea Award.



L to R--Sharon Porter (JCN High), Vicki Hesser (South Gray High) and Cindy Johnson (JCN High) pose with their certificates of completion for the Leadership Development Institute with the Mountain-Plains Past-President.

Vicki Hesser (South Gray High) accepts her certificate for the Leadership Development Institute.



Standing-L to R--Helen Hock (Burlington High), KBEA President-Connie Lindell (Santa Fe Trail High), and Cindy Johnson (JCN High) Seated-L to R--Mary Regier (Tabor College), Donna Shawn (Shawnee Mission District), and Sharon Porter (JCN High) These members attended the Delta Pi Epsilon Luncheon.

2003 KBEA Convention Agenda

www.ksbea.org

(THURSDAY)



THURSDAY, OCTOBER 16, 2003

12:45 p.m. **Registration for Hands-On Computer Sessions & Convention**, Friends University, Olive White Garvey College of Business

1:15-3:15 p.m. **Hands-On Computer Sessions A & B -- Friends University**

Session A1--Introduction to Dreamweaver MX

Mike Ribble, Instructional Services Coordinator, College of Education, KSU

Are you new to web design, but would like to learn more? Have you just started using Dreamweaver MX and need some additional training? Then this hands-on session could be of benefit. Dreamweaver MX is a web design product, which is easy enough to allow beginners to build simple web pages, but full featured enough for the most savvy web designer. This hands-on session will focus on the basics of Dreamweaver MX. Areas to be covered include the effective use of the Dreamweaver MX interface, making tables, creating hyperlinks between documents and adding images. By the end of the session each participant should be able to create a basic web page.

Session A2--Office XP--Integrated Projects--Teaching the Basics

Karen Waddell, Butler County Community College

Do you need some nifty new ideas to help integrate and utilize Office XP in your classes? This hands-on workshop will be the introductory level of each software package and participants will receive a packet of integrated activities.

Session A3--Blackboard

Connie Buzzard, Fort Scott Community College/Greenbush Educational Center

So you'll be teaching online? Great...this session will add some sizzle to your course. A review of new features will be followed with hands-on implementation methods to integrate Blackboard into the classroom.

Session A4--Internet-Based Keyboarding & 10 Key

Barbara Ellsworth, Ellsworth Publishing

Participants will create course standards, set up classes with students, and view Progress and Grade Reports from the Internet. It is perfect for the classroom, open entry or Distance Learning. Each attendee will receive CDs and text-books. The CD has the six essential keyboarding techniques as taught by business teachers, plus a complete PowerPoint demo of the courses.

3:15-3:45 p.m. **Refreshment Break**

3:45-5:45 p.m. **Session B1--Office XP--Integrated Projects--Advanced**

TO BE DETERMINED

This hands-on workshop will be the advanced level of each software package and participants will receive a packet of integrated activities. (The packet of activities will be the same as in the "Basics" session.)

Session B2--I-Movie

Tad Hernandez, Business/Computer Instructor Holton High School

You have heard about it, but have you really maxed out its potential? Come learn not only how to use this program, but how to use it in a variety of classroom activities. Participants will also view examples and walk away with examples of rubrics to use in the classroom! Even if you come from a PC environment, you are sure to walk away with at least one new idea that can be implemented into the classroom.

Session B3--PhotoShop/Image Ready

Michelle Bruna, Washington High School

Discover how to use PhotoShop to create image-ready graphics. Examples: lighten a photograph and layer photos to create new photos.

Session B4--Handheld Computers (PALM)--Advanced

David Pownell, Washburn University

Bring your handheld computers and Dave will dazzle you with the many resources available and ways handheld computers can be used in your classroom.

6:30-8:30 p.m. **Delta Pi Epsilon (DPE) Dinner & Guest Speakers** (anyone can attend)

Topic: Kansas Senate Bill 74 -- Personal Finance

2003 KBEA Convention Agenda

www.ksbea.org

(FRIDAY)



FRIDAY, OCTOBER 17, 2003

- 7:00 a.m. **Registration for Convention, Wichita Marriott, Exhibits Open**
- 7:30-8:00 a.m. **Continental Breakfast**
- 8:15-9:30 a.m. **Opening General Session--Patty Hendrickson, Speaker**
- 9:30-10:00 a.m. **View Exhibits, Coffee Service, Network with Colleagues**
- 10:00-10:55 a.m. **Breakout Sessions I**
- Session C1--Cutting Edge Internet-Based Keyboarding & 10-Key**
Barbara Ellsworth, Ellsworth Publishing
Participants will see how to set up classes with students and view Progress and Grade Reports. This is perfect for the classroom, open entry or Distance Learning. Each attendee will receive a CD and textbook. The CD has the six essential keyboarding techniques as taught by Business teachers, plus a complete PowerPoint demo of the courses.
- Session C2--Practical Money Skills for Life**
Lisa Gallimore-Withers, VISA
Lisa will provide participants with information about ways to help our students learn practical money management skills and financial preparation for life in the real world.
- Session C3--Speech Recognition**
Bonnie Brockman--Speaking Solutions
Participants will be shown a demonstration of speech recognition software and the advantages of integrating this popular new system into your classrooms.
- Session C4--Adding Online Activities to Your Classroom--Internet Office Projects**
Susan Evans-Jennings--Stephen F. Austin State University
Invigorate your lesson plans using the Internet. Create interactive components to your lessons by helping your students learn to successfully search out information and apply that information to practical personal and business use.
- 10:55-11:20 a.m. **View Exhibits, Network with Colleagues**
- 11:20-12:15 p.m. **Breakout Sessions II**
- Session D1--"Having" & "Living" Your Life, Patty Hendrickson**
Learn methods to help make your life more balanced and have time and more energy for the important items in your life.
- Session D2--Teaching Financial Independence to Motivated Educators--Financial Planning**
Brian Luther & Rob Lane, Compass Financial Resources LLC
This breakout session will inform participants about the best way to invest your precious money NOW to provide for a better retirement life in your future.
- Session D3--Digital Video Question & Answer Session**
*Tad Hernandez-Holton High School, Jennifer Dague-Linn High School
& Dawn Rottinghaus-Wellsville High School*
This is a question and answer session to ask three people who are using different forms of media (audio, video, etc.) in the classroom. Come and get your questions answered and learn from their experiences.
- Session D4--Integrating Personal Finance Into Business Education, Esther Maddux**
Esther Maddux is the statewide Extension Service contact and coordinator for the National Endowment for Financial Education High School Financial Planning Program. The NEFE HSFPP is provided free as a public service. It includes a 128-page Student Guide for every student, as well as a comprehensive 406-page Instructor's Manual. The six-unit, ten-hour program focuses on choosing a career; budgeting; savings and investing; credit and debt; and insurance.
- Session D5--What's Happening with Tech Review/News from KSDE, Debbie Hinrichs, KSDE**
- 12:30-2:30 p.m. **Luncheon (Business Meeting, Awards and Presentations & Door Prizes)**

2003 KBEA Convention Registration



www.ksbea.org

For Office Use Only

Method of Payment:

Personal Check School Check P.O. No. _____
Date _____ Check No. _____ Amount _____

2003 KBEA Convention Registration Form Friends University and Wichita Marriott Thursday and Friday, October 16 and 17

Name: _____
Dr. Mr. Mrs. Miss Ms.

Home Address _____ City _____ ZIP _____

School _____ USD# _____

School Address _____ City _____ ZIP _____

Home Tele. _____ School Tele. _____

School Fax: _____ E-Mail _____

Number of years taught in Kansas (as of June 2003) _____

Is this your first year teaching? Yes No

Is this your first KBEA Convention? Yes No

Preferred Mailing Address Home School

Would you be willing to help with the 2003 convention? Yes No

Would you be willing to help with the 2004 convention? Yes No

Convention Registration--includes continental breakfast, snacks, and luncheon. The student fee is \$20. **\$50**

Will attend luncheon Will not attend luncheon

Add \$15 for Luncheon Ticket for Guest

Name of Guest _____ \$15 _____

Add \$15 for Thursday Hands-On Session A\$15 _____

Add \$15 for Thursday Hands-On Session B\$15 _____

Add \$24 for Delta Pi Epsilon Dinner, Thursday\$24 _____

If you have questions regarding the DPE dinner, contact Donna Shawn (icshawn@smsd.org)

Total Amount Due \$ _____

**Registration deadline is October 10, 2003
No refunds after October 10, 2003**

Make registration check payable to *KBEA Convention*
Mail your check and this form to:

Barbara Dressen
11805 Lost Creek Ct.
Wichita, KS 67212
bdressen@usd260.com

Hands-On Computer Sessions A

Friends University

Thursday 1:15-3:15 p.m.

Please rank your choices. If the session you selected is full, you will receive a refund.

- ____ Session A1 - Dreamweaver MX
- ____ Session A2 - Office XP--Basic
- ____ Session A3 - Blackboard
- ____ Session A4 - Internet Keyboarding

Hands-On Computer Sessions B

Friends University

Thursday 3:45-5:45 p.m.

Please rank your choices. If the session you selected is full, you will receive a refund.

- ____ Session B1 - Office XP--Advanced
- ____ Session B2 - PhotoShop
- ____ Session B3 - I-Movie
- ____ Session B4 - Palm Pilot--Advanced

KBEA ROOM RESERVATION

Individual reservations may be made directly with the Wichita Marriott by calling Reservations at (316) 651-0333. You should identify yourself with KBEA. The conference room rate is \$81 single or double. Reservations must be made by **Saturday, September 27, 2003**. Check-in time is 3 p.m. *A helpful hint for check-in: bring along tax exempt information from your district.*

If you have any questions, contact the Wichita Marriott, 9100 Corporate Hills Drive, Wichita, KS 67209. The Wichita Marriott is located near the intersection of East Kellogg (Hwy 54) and Webb Road.

NOTE: If you are not a KBEA member, you must pay your 2003-04 dues prior to the convention. Please send the membership application that is located at our website (www.ksbea.org).