

Domain 2 Lesson Plan

Domain 2 - Plan for Effective Communication [approximately 4 hours of videos, labs, and projects]			
Lesson	Lesson Topic and Subtopics	Objectives	Workbook Projects and Files
Pre-Assessment Assessment time - 00:30:00	Plan for Effective Communication: Pre-Assessment		
Lesson 1 Video time - 00:05:27 Exercise Lab time - 00:00:00 Workbook time - 00:25:00	<u>Analyze the Effect of the Audience on a Message</u> Audience Demographics Collecting Demographic Data	2.0 Plan for Effective Communication 2.1 Analyze the effect of the audience on a message	Audience Demographics – pg. 18 N/A
Lesson 2 Video time - 00:10:38 Exercise Lab time - 00:00:00 Workbook time - 00:15:00	<u>Analyze the Effect of the Environment on a Message</u> Ergonomics Room Arrangements Virtual Meetings	2.0 Plan for Effective Communication 2.2 Analyze the effect of the environment on a message	Understand the Environment - pg. 19 N/A
Lesson 3 Video time - 00:03:54 Exercise Lab time - 00:00:00 Workbook time - 00:10:00	<u>Given a Communication Scenario, Identify the Specific Purpose</u> Four Purposes Ethos, Pathos, Logos	2.0 Plan for Effective Communication 2.3 Given a communication scenario, identify the specific purpose	Identify the Purpose - pg. 21 N/A
Lesson 4 Video time - 00:02:29 Exercise Lab time - 00:00:00 Workbook time - 00:40:00	<u>Given a Communication Scenario, Address Ethical and Legal Issues</u> Ethical Standards Legal Standards	2.0 Plan for Effective Communication 2.4 Given a communication scenario, address ethical and legal issues	Deliver Bad News - pg. 23 Sample Business Letter.docx Ethical and Legal Standards - pg. 24 N/A
Lesson 5 Video time - 00:00:42 Exercise Lab time - 00:00:00 Workbook time - 00:30:00	<u>Given a Business Scenario, Select the Most Appropriate Communication Medium</u> Communication Methods	2.0 Plan for Effective Communication 2.5 Given a business scenario, select the most appropriate communication medium	Social Media Post - pg. 25 N/A
Lesson 6 Video time - 00:03:03 Exercise Lab time - 00:00:00 Workbook time - 00:30:00	<u>Effectively Outline and Summarize Your Message</u> Communication Planning Creating an Outline	2.0 Plan for Effective Communication 2.6 Effectively outline and summarize your message	Outline the Message - pg. 26 N/A
Post-Assessment Assessment time - 00:30:00	Plan for Effective Communication: Post-Assessment		