

# VTECS Vision

A Consortium for Innovative Career and Workforce Development Resources

Fourth Edition

April / May 2003



Spring

Edition

## Inside this Edition

### Front Features

**SUPPORT THE CAUSE: Register Now for the National Career Cluster Institute Quick and Dirty Announcement: 64th Board of Director's Meeting to Immediately Follow the NCCI in Phoenix**  
**VTECS Releases First "How-to" Module**  
**Technical Coordinator Inservice**

### Star State

**Idolizing Idaho**

### Project Plus

**National Validation of VTECS Updated Occupational Areas - Download them Now!**  
**VTECS-ICIA National Validation Underway**  
**Winding Down the Wyoming Standards and Assessment Alignment Project**

### Training Tracker

**On the Training Trail with Brenda & Shellie**  
**VTECS Featured at Arizona Local Directors Meeting**  
**Houston County, We've Landed**  
**Right in Rhode Island**

### Software Scene

**VTECS Connect© 2.0 is Site Prevalent**  
**VTECS DIRECT© 5.0 is Underway!**

### National Nexus

**VTECS to apply for National Science Foundation (NSF) Grant**  
**Call for Assistance on U.S. Army Recruiting Command**  
**Brief CISCO Systems Update**

**Agenda Access**

**In the Next Issue**

## *Front Features*



**Register before May 1st!**

**We understand that times are truly tough, but please, let others know how important this event is to CTE.**

**SUPPORT THE CAUSE: Register Now for the National Career Cluster Institute (NCCI) in Phoenix, Arizona on June 2-4.**

**C**lick on the graphic above to register online for this exhilarating and extremely critical event! In partnership with the National Association of State Directors of Career and Technical Education, VTECS is co-sponsoring the three-day National Career Cluster Institute. Register before May 1st, and it will only cost you \$375, but still, you may say, I can't afford the time and money. On the contrary, the reality is, you can't afford not to go. Pam Stacey, Career Clusters Coordinator of States' Career Clusters Initiative, gives us the compelling reasons why:

- ◆ Career Clusters give learners their best ever chance for career success.
- ◆ Career Clusters bring Career Technical Education into the 21st century economy.
- ◆ Career Clusters are the basis of career-focused educational reform.
- ◆ Career Clusters establish Career Technical Education as integral to career success in all the world of work.
- ◆ Network with educators and administrators for practical tips and advice on actually implementing Career Clusters locally.
- ◆ Take advantage of technical assistance and planning time for implementing Career Clusters.
- ◆ Be a part of the best thing to hit Career Technical Education since Carl Perkins!

An abbreviated Agenda is below:

- ◆ The Career Cluster Institute will open with Registrations on June 2, 2003, beginning at 1:00 pm.
- ◆ The General Opening Session begins at 3:00 pm., followed by a reception.
- ◆ Day two will consist of two rotating sessions with 14 breakouts each session, and a panel discussion prior to lunch, as well as a group lunch.

- The afternoon session will feature a "What Works Trade Show" with approximately 27 tables set up.
- Day three also has two rotating sessions of 12 breakouts each session and a general closing session. The Institute will end at noon on June 4, 2003.

### Quick and Dirty Announcement: 64th Board of Director's Meeting to Immediately Follow the NCCI in Phoenix

We look forward to seeing you at the 64th Board of Director's Meeting, scheduled for June 4-5, in Phoenix, AZ. Since there are major topics that will be covered at the meeting, it is important that all State's have a presence.



Such topic examples include:

- Proposed Bylaw Changes
- Software Updates/Status
- Business Plan Progress
- 2003-2004 Budget Approval

### VTECS Releases First "How-to" Module

VTECS recently published a handbook titled, ***Developing a Scenario: A VTECS Skill Standard, Instructional Design, and Assessment Strategies Module*** designed to assist individuals interested in writing scenarios for use in academic and technical classrooms. The handbook contains step-by-step instructions for writing scenarios for either instructional or assessment applications. Templates are provided to assist users with the process including the development of rubrics.

Melissa Briscoe, VTECS Consultant, derived this document from an earlier, more theoretical piece which was developed as a part of the Arts, Audio-Video Technology and Communications National Career Cluster Project (AAVTC). This original document was used by the nine AAVTC pilot sites.



The ***Developing a Scenario*** series is an important publication for VTECS and marks the beginning of a series of publications we plan to publish and distribute. We can only do so with your support. [Order your copy today!](#)

### Savannah Scenes . . .Tech Coordinator Annual Inservice Report



The 2003 Technical Coordinator Inservice was packed with lots of learning, sharing, and fun! All 19 VTECS member states plus the US Army were represented and a total of 31 people participated in the activities.

The setting, historic Savannah, Georgia, provided a relaxing environment for the 3-day event in February. One day was devoted to hands-on activities with our newest software product, VTECS Connect© 2.0, and a demonstration of the prototype of the upgrade of VTECS DIRECT©.

Inservice participants received a new edition of the Technical Coordinator Handbook, Release Notes for VTECS Connect©, a special CD with the latest VTECS Intro PowerPoint© and sample handouts, plus lots more!

In addition to the more formal presentations, there were many opportunities for informal discussions.



Jim Kendrick (AL) & Dennis Albert (RI) / Susan Prater (AR) & Joan Fossum (NH) / Andy Anderman (FL) & Bill Melton (U.S. Army)

Everyone agreed that this was one of the best VTECS Technical Coordinator Inservices ever!

## Star State - Idolizing Idaho



**W**e're pleased to highlight Idaho in this edition of VTECS Vision. Idaho has been a member of VTECS for over 10 years, and the relationship continues to grow.

The VTECS DIRECT© Duty/Task Lists in the Trade and Industry courses have been used as a basis to build upon for state approved curriculum. In recent years, VTECS Connect© has worked its way into the hands of many secondary teachers in the Individual Occupational Training Programs. The students in these programs have individual training plans, which in most cases, include work based learning. Connect© has been particularly helpful in providing the documentation needed for these students. With the recent release of VTECS Connect© 2.0, Brenda Hattaway will travel in June to provide Connect training as a key part of her annual participation in the Idaho State CTE Summer Conference.

The current VTECS Technical Coordinator for Idaho is Burton Waite. Burton is doing a fabulous job in promoting VTECS' services and products in his state. We extend our gratitude to Burton for such a fine job.

Please click on Burton's picture to read a brief biography on him.

The Idaho Division of Professional Technical Education is currently updating the



various competency profiles for all of the approved CTE curriculum in the state. As a part of this project, the competencies will be put into an electronic database and linked to Idaho Academic Achievement Standards. VTECS DIRECT© material will be integrated into this project. The work Charlie Losh has done with the Cisco curriculum will also be implemented.

## Project Plus - National Validation of VTECS Updated Occupational Areas - Download them Now!

**F**inal updating of the Construction Trade, and Physical and Occupational Therapy occupations has been completed. Go to the [VTECS DIRECT files](#) page to download the updated occupations. Please note that the academic skills analysis for the Construction Trade Duty/Task List is included with its update. Hence, related academic skills are now an added component to the elements in VTECS DIRECT©. We would like to again thank Dennis Harden, Technical Coordinator for VTECS-Missouri, and Coordinator for Vocational-Technical Education at the Missouri Department of Elementary and Secondary Education (DESE), and Carey Smith, Director of Business Education, Management and Technology at DESE. Both individuals enabled us to do the academic skills analysis in Missouri where Charlie Losh, and Ken Potthoff collaborated with high school academic area specialists and construction experts to conduct the analysis.

VTECS thanks Vic Harville, Educational Consultant, for his expertise in the construction trade. Vic joined us on the trip to Columbia, Missouri for the academic skills analysis. We should also mention that work on test writing for construction trade occupations has commenced. Updates will follow in the subsequent newsletter. See the actual [survey](#) that was sent out to construction experts across the country.

If you have any questions about the Construction Trade work, contact [kpotthoff@v-tecs.org](mailto:kpotthoff@v-tecs.org); contact [twithee@v-tecs.org](mailto:twithee@v-tecs.org) for additional information regarding the Physical and Occupational Therapy update.

## Project Plus -VTECS - ICIA National Validation Underway

**E**xpanding the number of AV occupations to be covered in the two comprehensive surveys, national validation for Design and Installation jobs will begin any day now. Capitalizing on the AV trade organization, [ICIA](#), we will reach a broad and deep target population with these surveys. This could mean positive news for making contacts with other occupational areas like information technology, engineering, architecture, and service electronics. VTECS sees this as a step in the right direction in terms of truly improving our occupational area database. Not to mention we have begun to build a strong network of private consulting companies who can help us with business and industry related projects, and other work.



More in-depth information will be provided at the June Board Meeting in Phoenix, June 3rd and 4th. If you have additional questions or input regarding the VTECS-ICIA Job/Task Analysis Project, please contact [Ken Potthoff](#) or [Tim Withee](#).

## Project Plus - Winding Down The Wyoming Standards and Assessment Alignment Project

Closure on the written components of the Performance Assessment Activities to the Wyoming State Content Standards for Career and Technical Education is nearing. However, professional development work may commence in the foreseeable future.

In a word, VTECS was contracted to crosswalk and link the Wyoming Career/Vocational Education Content and Performance Standards to the Wyoming Student Performance Assessment Prompts and Rubrics. VTECS advised on model performance assessment prompts and rubrics in order to create a consistency in assessments across career and technical areas. These occurred in two parts. Phase one involved initial crosswalk activities. Phase two: Performance Assessment Components and Model Prompts and Rubrics, entailed the actual deliverables of models and prompts that met validity and reliability requirements. Barbara Border, Director of Education Leadership Consultants, served as the Principal Investigator on this project. [Ron McCage](#) teamed-up with Barbara. Please contact either of them if you have any questions.

## Training Tracker - On the Training Trail with Brenda & Shellie



Brenda Hattaway led three VTECS Connect© 2.0 training sessions in January, 2003 – with Shellie participating through the magic of MS PowerPoint®!

On January 9, Brenda facilitated two half-day sessions in Baltimore, Maryland. The workshops were organized by Lisa Donoho, and were both filled to capacity! Lisa distributed the VTECS software to the participants.

On January 23, Tim Withee joined Brenda to facilitate a workshop for Atlanta City Schools, Atlanta, Georgia. Arrangements were made by Beverly McCray with assistance from Kathy Bodger, Medial Specialist at North Atlanta High School. Participants came from several schools in the large metropolitan system.

Brenda and Shellie were on their own again on January 30 providing a workshop for apprenticeship coordinators from six school districts in the West Georgia Region. Long time VTECS Connect© user, Mike McLendon (Carroll County Technical High School), organized and hosted the activity.

### VTECS Featured at Arizona Local Directors Meeting

On March 25, Brenda Hattaway presented an overview of VTECS, with emphasis on VTECS Connect© 2.0, to the monthly meeting of Arizona's Local Directors/Administrators. Approximately 250 people were in attendance. Brenda was invited by Milt Ericksen, State Director and VTECS Board Member, and Tammy Thompson, Arizona's Tech Coordinator. This introduction to VTECS' products and services will be followed by hands-on training sessions later in the year.

Shellie was a big hit here, too. One lucky participant received a special prize, a lint brush, from the famous canine.

### Houston County, We've Landed

Houston (House'tin) County is the proper pronunciation and you best say it properly. VTECS conducted two days of VTECS Connect© 2.0 training in Warner Robins, Georgia, January 9th and 10th. What made this training interesting was that Tim Withee and Ken Potthoff did four simultaneous training sessions in order to offer a hands-on experience for the masses. Once

again, we extend our special thanks to Mamie Hanson, Grants Administrator Technology/Career Education Division Georgia Department of Education and Technical Coordinator for VTECS, and Cliff Holmes, Houston County Career and Technology Assistant to Superintendent/Vocational Services for arranging the successful training.

## Right in Rhode Island

In Providence, RI, Ron McCage met with Vanessa Cooley, VTECS State Director for Rhode Island, Dennis Albert, Technical Coordinator, and members of the Rhode Island Department of Education to discuss the state's needs. More specifically, Ron gave an overview of VTECS and the Career Cluster Initiative to 15 career and technical education secondary secondary and post-secondary school directors. At the same time, and via teleconference, Tim Withee was at North Kingstown High School giving local career and technical education coordinators an abbreviated training of VTECS Software. The group that Tim spoke to meets once a month to discuss issues around the state and conduct professional development. These monthly sessions are run by Linda Jyzk from the RI Department of Ed.

## Software Scene - VTECS Connect® 2.0 is Site Prevalent

Since VTECS Connect® 2.0, our work-based learning management software system, was shipped to member state Technical Coordinators and other registered Connect® users in October, 2002, it has taken off! We're pleased to report that it is being used in many local sites: For example, in Minnesota over 200 users have been trained and are using the software. In Georgia, over 135 sites are up and running. How many users do you have in your state? We want to hear from you....just e-mail the information to us ([info@v-tecs.org](mailto:info@v-tecs.org)) and we'll report it in the next issue of VTECS Vision!

VTECS Staff continue to provide users with the most current information by regularly updating the [VTECS Connect® 2 Quick Start Guide](#) and the [VTECS Connect® 2 Release Notes](#). These documents are available from our web site and contain installation instructions, frequently asked questions, upgrading data from earlier versions of Connect®, plus many other useful tips.



VTECS has also released two patches for Connect® via our web site. These patches address errors or changes requested by users.

- Connect® 2 Patch #1 – removes e-mail verification to allow any character and corrects pay rate on the Training Agreement Report.
- Connect® 2 Patch # 2 – corrects issues with Student by School Master List, refresh of Custom Reports List, and "by School" spelling error.

It's important that all our VTECS Connect® 2.0 users visit our web site for updates and other information. Please communicate this to the people who have received the software from you.

## VTECS DIRECT® 5.0 is Underway!

Work has begun on the exciting upgrade to VTECS DIRECT®! VTECS DIRECT® 5.0 will have all the functionality of the current version of the software....just enhanced! To ensure usability the software will feature a Microsoft Outlook® style interface that promotes ease of access to system functions.



VTECS DIRECT© 5.0 has also been expanded to allow the management of the career cluster data including Foundation and Pathway Skills with many options for storing supporting information.

And the Custom Reports utility links directly to Microsoft Access® for unlimited creation of user defined report formats.

A sophisticated test generator allows maximum user flexibility in selecting items for assessment instruments.

The prototype for VTECS DIRECT© 5.0 has been shown to both the Board of Directors and the Technical Coordinators – both give it rave reviews.

When will it be ready? Well, we're projecting early next year, with beta testing beginning in late 2003. Look for more details and a progress report in the next VTECS Vision!

## National Nexus - VTECS to apply for National Science Foundation (NSF) Grant



VTECS will apply for the Instructional Materials Development Grant through the [NSF](#) later this month. News on this grant-seeking endeavor will be brought to you in the summer edition of VTECS Vision.

Please note that VTECS is looking into any national foundations for the funding of CTE projects. We are interested in any potential grants and would love to hear from you on this matter. Any insight you could bring would be useful.

## Call for Assistance on U.S. Army Recruiting Command



### WE NEED YOU!

As stated in the previous newsletter, "As we move ahead, we will be calling on you for help," Ron McCage requests the following assistance from all member states:

- ◆ Descriptive list of secondary and post-secondary CTE programs
- ◆ Any programs that have been crosswalked to CIP codes

Please contact Ron should you have any questions. He will be detailing a report at the June Board Meeting.

## Brief CISCO Systems Update

**P**repared by Charlie Losh, click on the link to see an update on the [CNAP status](#).

## Agenda Access - In the Next Issue



[www.v-tecs.org](http://www.v-tecs.org)

- ◆ Grant Seeking News
- ◆ Software Development Briefing
- ◆ National Career Cluster Institute Conference Report
- ◆ 64th Board of Director's Meeting Report
- ◆ News on The U. S. Army Recruiting Command Project

Copyright 2003 by V-TECS. All rights reserved