

**Michigan’s Content Standards & Benchmarks
Business Management & Administration *and*
Career and Employability Skills**

**Correlation to
Virtual Business – Retailing 2.0 (VBR2.0)
&
Virtual Business – Management 2.0 (VBM2.0) Lessons**

Benchmark	Virtual Business Retailing 2.0	Virtual Business Management 2.0
Business Management & Administration: Communication	✓✓✓	✓✓✓
Business Management & Administration: Problem Solving & Critical Thinking	✓✓✓	✓✓✓
Business Management & Administration: Information Technology Applications	✓	✓
Business Management & Administration: Systems	✓	✓✓✓
Business Management & Administration: Safety, Health, and Environment	N/A	N/A
Business Management & Administration: Leadership and Teamwork	✓✓✓	✓✓✓
Business Management & Administration: Ethics & Legal Responsibilities	N/A	N/A
Business Management & Administration: Employability and Career Development	✓✓✓	✓✓✓
Business Management & Administration: Technical Skills	✓✓✓	✓✓✓
Career Employability Skills: Applied Academic Skills	✓✓✓	✓✓✓
Career Employability Skills: Career Planning	✓✓	✓✓
Career Employability Skills: Developing and Presenting Information	✓✓✓	✓✓✓

Career Employability Skills: Problem Solving	✓✓✓	✓✓✓
Career Employability Skills: Personal Management	✓✓	✓✓
Career Employability Skills: Organizational Skills	✓✓✓	✓✓✓
Career Employability Skills: Teamwork	✓✓✓	✓✓✓
Career Employability Skills: Negotiation Skills	✓	✓
Career Employability Skills: Understanding Systems	✓✓✓	✓✓✓
Career Employability Skills: Using Employability Skills	✓✓	✓✓

Legend ✓ Some Correlation to the Benchmark ✓✓ High Correlation to the Benchmark ✓✓✓ Very High Correlation to the Benchmark

The information for this correlation was found at the following web address during 02/2007:
http://www.michigan.gov/mdcd/0,1607,7-122-1680_2629_2724-65939--,00.html

Business, Management, and Administration

I. Communication

Skill	Virtual Business Lesson
<p>A. Comprehend and use reading strategies to learn meaning, technical concepts, vocabulary and follow directions.</p>	<p>All VBM2.0 & VBR2.0 lessons require students to follow written directions. Within the program, students can click on a term to see a definition. Students must evaluate the current business, determine what needs improving, implement their decisions, and evaluate the outcomes of those decisions. This information is exportable to Excel where mathematical analysis, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
<p>B. Compose and prepare written communications to convey technical concepts and company information.</p>	<p>All VBM2.0 & VBR2.0 lessons allow students to monitor data based on business performance. This information is exportable to Excel where mathematical analysis, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
<p>C. Interpret verbal and nonverbal messages to enhance communication with co-workers and external customers.</p>	<p>All VBM2.0 & VBR2.0 lessons may be completed in a team setting, allowing students to work on their communication skills. Business data is exportable to Excel, where written reports and presentations can be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
<p>D. Develop and deliver formal and informal presentations relating to a broad range of business topics.</p>	<p>All VBM2.0 & VBR2.0 lessons allow students to monitor business data - which is exportable to Excel where written reports and presentations can be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
<p>E. Exhibit people skills to deal positively with a variety of personalities and diverse individuals.</p>	<p>All VBM2.0 & VBR2.0 lessons may be completed in a team setting, allowing students to work on their communication skills. They</p>

	<p>must work together to monitor, make decisions, and improve their business.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
F. Apply active listening skills to obtain and clarify information.	<p>All VBM2.0 & VBR2.0 lessons may be completed in a team setting, allowing students to work on their communication skills. They must work together to monitor, make decisions, and improve their business.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
G. Interpret and use tables, charts and figures to support written and oral communication.	<p>All VBM2.0 & VBR2.0 lessons allow students to monitor business data viewable in charts, graphs and reports. This information is exportable to Excel, where written reports and presentations can be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
H. Locate, organize and reference written information from various sources to communicate with co-workers and clients/participants.	<p>All VBM2.0 & VBR2.0 lessons allow students to monitor business data viewable in charts, graphs and reports. This information is exportable to Excel, where written reports and presentations can be generated. Lessons may be completed individually or in a team setting.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

II. Problem Solving and Critical Thinking

Skill	Virtual Business Lesson
A. Apply accepted problem solving methods to solve business problems.	<p>All VBM2.0 & VBR2.0 lessons allow students to monitor business data (viewable in charts, graphs and reports) in order to make decisions and improve business.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

III. Information Technology Applications

Skill	Virtual Business Lesson
A. Use technology based tools to accomplish business services and planning.	
B. Use technology responsibly to apply its functions and understand its impact.	
C. Use technology to express ideas and exchange business information.	<p>All VBM2.0 & VBR2.0 lessons allow students to monitor business data (viewable in charts, graphs and reports). This information is exportable to Excel, where written reports and presentations can be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

IV. Systems

Skill	Virtual Business Lesson
A. Understand roles within teams, work units, departments, and organizations to identify the effect of systems on the activities of a business.	<p>All VBM2.0 & VBR2.0 lessons may be completed individually or in a team setting.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0) Resumes & Employee Selection (VBM2.0)</p>
B. Use resources to manage and improve organizational systems.	<p><u>VBM2.0 Lessons:</u> Resumes & Employee Selection Employee Opinions Employee Supervision Strikes, Unions & Collective Bargaining Productivity & Efficiency Sales & Logistics Risk Management & Insurance Surprise Turnaround New Business Project Multiplayer Competition</p>

V. Safety, Health and Environment

Skill	Virtual Business Lesson
A. Assess workplace conditions to maintain safe and healthful working conditions.	
B. Assess hazards, ergonomics, and surface safety in business environment to follow safety procedures and respond to emergency plan.	
C. Identify, safeguard and eliminate causes of combustible materials, fires and emergencies to establish a fire-safe working environment,	

VI. Leadership and Teamwork

Skill	Virtual Business Lesson
A. Identify characteristics of the leadership role to perform leadership activities.	<u>VBM2.0 Lessons:</u> Resumes & Employee Selection Employee Opinions Employee Supervision Strikes, Unions & Collective Bargaining Productivity & Efficiency Sales & Logistics Risk Management & Insurance Surprise Turnaround New Business Project Multiplayer Competition
B. Work as a team to develop and implement company vision and goals.	All VBM2.0 & VBR2.0 lessons may be completed individually or in a team setting. New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)
C. Collaborate with others to accomplish business tasks.	All VBM2.0 & VBR2.0 lessons may be completed individually or in a team setting. New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)

VII. Ethics and Legal Responsibilities

Skill	Virtual Business Lesson
A. Apply business laws and regulations to business situations.	
B. Exhibit ethical conduct to business negotiations and decisions.	

VIII. Employability and Career Development

Skill	Virtual Business Lesson
A. Exhibit positive work behaviors and personal qualities to enhance the work environment.	<p>All VBM2.0 & VBR2.0 lessons may be completed in a team setting.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
B. Identify and explore career opportunities to create a professional growth and development plan.	<p>All VBM2.0 & VBR2.0 lessons allow students to explore the different aspects involved in operating their own business- exploring their likes, dislikes, strengths and weaknesses in this field.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>
C. Apply job seeking skills to seek, evaluate, apply for and accept employment.	
D. Exhibit an understanding of written organizational policies, rules and procedures to optimize employee performance.	<p>All VBM2.0 & VBR2.0 lessons require students to follow written directions. All lessons also allow students to monitor employee and customer comments in order to improve business.</p> <p><u>VBM2.0 Lessons:</u> Resume & Employee Selection Employee Opinions Employee Supervision Strikes, Unions & Collective Bargaining New Business Project Multiplayer Competition</p> <p><u>VBR2.0 Lessons:</u> New Store Project Multiplayer Competitions</p>

IX. Technical Skills

Skill	Virtual Business Lesson
A. Use effective communication skills for all models of business.	<p>All VBM2.0 & VBR2.0 lessons may be completed in a team setting, allowing students to work on their communication skills. Students must monitor business data (viewable in charts, graphs and reports). This information is exportable to Excel, where written reports and presentations can be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Career & Employability Skills

Applied Academic Skills

Benchmark	Virtual Business Lesson
All students will apply basic communication skills (e.g., reading, writing, speaking, and listening), apply scientific and social studies concepts, perform mathematical processes, and apply technology in work-related situations.	All VBM2.0 & VBR2.0 lessons may be completed as a team, allowing students to work on communication skills. All lessons allow students to view the current business' product and financial information to improve their business. This information is exportable to Excel where mathematical analysis, written reports and presentations may be generated. New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)

Career Planning

Benchmark	Virtual Business Lesson
All students will acquire, organize, interpret, and evaluate information from career awareness and exploration activities, career assessment, and work-based experiences to identify and to pursue their career goals.	All VBM2.0 & VBR2.0 lessons allow students to explore the different aspects involved in operating their own business, exploring their likes, dislikes, strengths and weaknesses in this field. New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)

Developing and Presenting Information

Benchmark	Virtual Business Lesson
All students will demonstrate the ability to combine ideas or information in new ways, make connections between seemingly unrelated ideas, and organize and present information in formats such as symbols, pictures, schematics, charts, and graphs.	All VBM2.0 & VBR2.0 lessons allow the student to work with charts and graphs filled with information pertaining to the business that is being managed. This information is exportable to Excel where mathematical analysis, written reports and presentations may be generated. New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)

Problem Solving

Benchmark	Virtual Business Lesson
<p>All students will make decisions and solve problems by specifying goals, identifying resources and constraints, generating alternatives, considering impacts, choosing appropriate alternatives, implementing plans of action, and evaluating results.</p>	<p>All VBM2.0 & VBR2.0 lessons require students to evaluate the current business, determine what needs improving, implement their decisions, and evaluate the outcomes of those decisions. This information is exportable to Excel where mathematical analysis, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Personal Management

Benchmark	Virtual Business Lesson
<p>All students will display personal qualities such as responsibility, self-management, self-confidence, ethical behavior, and respect for self and others.</p>	<p>All VBM2.0 & VBR2.0 lessons may be completed as individual assignments or in group formation; group formation requires students to respect one another's input and adhere to appropriate behavior; either type of setting requires students to manage time appropriately and complete the tasks at hand to the best of their ability.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Organizational Skills

Benchmark	Virtual Business Lesson
<p>All students will identify, organize, plan, and allocate resources (such as time, money, material, and human resources) efficiently and effectively.</p>	<p><u>VBR2.0 Lessons:</u> Staffing Promotion Purchasing Merchandising Financing Turnaround New Store Project Multiplayer Competitions</p> <p><u>VBM2.0 Lessons:</u> Resumes & Employee Selection Employee Opinions Employee Supervision</p>

	<p>Strikes, Unions & Collective Bargaining Productivity & Efficiency Sales & Logistics Risk Management & Insurance Forms of Ownership: Capital Surprise Turnaround New Business Project Multiplayer Competition</p>
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Teamwork

Benchmark	Virtual Business Lesson
<p>All students will work cooperatively with people of diverse backgrounds and abilities, identify with the group's goals and values, learn to exercise leadership, teach others new skills, serve clients or customers, and will contribute to a group process with ideas, suggestions, and efforts.</p>	<p>All VBM2.0 & VBR2.0 lessons may be completed in a team setting.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Negotiation Skills

Benchmark	Virtual Business Lesson
<p>All students will communicate ideas to support a position and negotiate to resolve divergent interests.</p>	<p>If VBM2.0 & VBR2.0 lessons are completed within a group setting, students are able to voice opinions as to what decisions should be implemented, and teams may discuss these ideas in order to ultimately decide which paths should be followed.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>

Understanding Systems

Benchmark	Virtual Business Lesson
<p>All students will learn to understand, monitor, and improve complex systems, including social, technical, and mechanical systems, and work with and maintain a variety of technologies.</p>	<p>All VBM2.0 & VBR2.0 lessons allow students to evaluate the current business, determine what needs improving, implement their decisions, and evaluate the outcomes of those decisions. This information is exportable to Excel where mathematical analysis, written reports and presentations may be generated.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0)</p>

	New Business Project (VBM2.0)
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Using Employability Skills

Benchmark	Virtual Business Lesson
<p>All students will integrate employability skills into behaviors which prepare one for obtaining, maintaining, advancing, and changing employment.</p>	<p>All VBM2.0 & VBR2.0 lessons allow students to exhibit the skills that may be used in potential jobs of secondary students. Students must evaluate the current business, determine what needs improving, implement their decisions, and evaluate the outcomes of those decisions. This information is exportable to Excel where mathematical analysis, written reports and presentations may be generated. All lessons may be completed individually or as part of a team.</p> <p>New Store Project (VBR2.0) Multiplayer Competitions (VBR2.0, VBM2.0) New Business Project (VBM2.0)</p>