Course: Security & Protective Services	Semester:
Unit: Effective Communications in Security & Protective Services	Duration of Unit: 10 hours

PLC Question One: What do we want all students to know and be able to do?

Main Standards:

- Explain effective communications in security and protective services
- Explain security awareness policies and procedures
- Describe central alarm stations and dispatch operations

Supporting Standards (if any):

Essential Questions: What is effective communications?

Student-Friendly Learning Targets:

- I can define effective communications
- I can explain due diligence based on effective communications
- I can describe the channels of communications
- I can demonstrate the proper use of communications devices
- I can explain techniques for reinforcing policy and procedures to increase security awareness
- I can describe double loop communications and partnerships
- I can explain the double loop learning model
- I can identify resources available to security managers
- I can describe modern alarm systems
- I can explain the core functions of a dispatch center
- I can describe intrusion sensors
- I can describe fire alarms and early warning devices

Essential Vocabulary

Key Academic Vocabulary:

Effective communication, faithful reproduction, due diligence, brevity, security awareness, double looping, stakeholders, external collaboration, top-down communication, bottom-up communication, horizontal communication, grapevine communication, central control room, access control, dispatch center, central monitoring, intrusion sensors, building sensors, fire sensor, access sensors, visitor management system

Scaffolded (Review) Academic Vocabulary:

	PLC Questio	n Two: How will we know when students have	e learned?
		Assessment and Evidence	
	Assessments: cabulary activities, Communications Pr	oject #1, Communications Project #2, Summati	ve Assessment
		Proficiency Scales	
Score 4.0	 The student will: Communicate effectively in a given security scenario Understand and demonstrate security awareness in accordance with policies and procedures Demonstrate proper use of modern alarm systems and describe how they work 		•
Score 3.0			
Score 2.0	The student will: • Know how to communicate appropriately • Understand security awareness • Know what a central alarm station is		
	Planning	Question: How will teachers facilitate the lea	rning?
	Daily Lesson Planning	Daily Reminders:	Supporting Resources & Equipment
Segment 1 \ Time: 30 min	ocabulary introduction	 Engagement: remind students to stay on task and bring up assignment as completed 	 word search sheet highlighter word search answer key
 Opening/Sponge/Motivator Explain how word searches help learn the structure and spelling of new words 		Student Interactions: • You might allow ESL or SE students to work with peer mentors or in small	
Assessment		groupsWord searches can be very difficult and frustrating for some students -	
Closure ● Exp	ord searches will be graded	particularly dyslexia Student Reminders: Remind students to stay on task as	
tim	e to finish but move on to Crossword	there is more to this assignment	

Segment 2: Vocab Introduction	Engagement:	crossword puzzle sheet
 Time: 30 min Opening/Sponge/Motivator Explain the crossword is a fun way to begin to learn definitions. Activity crossword puzzle Assessment Check for understanding Closure Explain that some people might need more time to finish but move on to Flash Cards 	 remind students to stay on task and bring up assignment as completed Student Interactions: You might allow ESL or SE students to work with peer mentors or in small groups Student Reminders: Remind students to stay on task as there is more to this assignment 	crossword puzzle answer key
Segment 3 Time - 30 min Opening/Sponge/Motivator • Explain the importance of breaking words down and dissecting for further understanding Activity • Vocabulary flashcards using the Frayer Model of flashcards Assessment • Flashcards are graded Closure • Explain that some people might need more time to finish but move on to next segment	 explain and show examples of Frayer Model flashcards Student Interactions: You might allow ESL or SE students to work with peer mentors or in small groups Student Reminders Remind students to stay on task 	 Frayer Model of Flashcards Evaluation Index cards

Segment 4	Engagement:	Project Sheet with attached rubric
Time: 30 min	Walk around the room monitoring students' progress, assisting them	student computersprinter paper
 Opening/Sponge/Motivator Divide students into small groups. It is suggested the groups be larger than 2 but no more than 4 per group. Activity Communications Project #1 Assessment Graded according to rubric Closure Continue to next segment 	where needed Student Interactions: Students will be working in small groups interacting with each other within their respective groups You might allow ESL or SE students to work with peer mentors or in small groups Student Reminders Remind students to stay on task	printer (color printer preferred)
Segment 5	Engagement:	Project Sheet with attached rubric
Time: 30 min Opening/Sponge/Motivator	 Walk around the room monitoring students' progress, assisting them where needed Student Interactions: 	 student computers printer paper printer (color printer preferred)
Activity	 Students will be working in small groups interacting with each other within their respective groups You might allow ESL or SE students to work with peer mentors or in small groups Student Reminders Remind students to stay on task 	

Segment 6

Time - 30 Min

Opening/Sponge/Motivator

 Ask this question: Why do you think one of the most important pieces of equipment for police and security is a two-way radio? - Discuss answers with class.

Activity

• PowerPoint presentation: Effective Communications

Assessment

Check for understanding

Closure

 Discuss the importance of effective communication in security and protective services

Engagement:

 Engage students during presentation of slides

Student Interactions:

 Students should be interacting through open discussion and feedback during presentation to ensure understanding

Student Reminders

 Remind students that information in this presentation will be tested

- PowerPoint <u>Effective</u>
 Communications
- Whiteboard/smartboard
- Computer
- <u>Chapter 6 Text</u> (not required, but you could choose excerpts from the textbook for students to read or review)

Segment 7

Time: 30 min

Opening/Sponge/Motivator

Divide students into their pre-arranged groups

Activity

• Communications Project #1

Assessment

Graded according to rubric

Closure

Continue to next segment

Engagement:

 Walk around the room monitoring students' progress, assisting them where needed

Student Interactions:

- Students will be working in small groups interacting with each other within their respective groups
- You might allow ESL or SE students to work with peer mentors or in small groups

Student Reminders

• Remind students to stay on task

- Project Sheet with attached rubric
- student computers
- printer paper
- printer (color printer preferred)

Segment 8	Engagement:	 Project Sheet with attached rubric
Time: 30 min	Walk around the room monitoring	 student computers
	students' progress, assisting them	printer paper
Opening/Sponge/Motivator	where needed	 printer (color printer preferred)
•	Student Interactions:	
Activity	 Students will be working in small 	
 Communications Project #1 	groups interacting with each other	
Assessment	within their respective groups	
 Graded according to rubric 	 You might allow ESL or SE students 	
Closure	to work with peer mentors or in	
 Explain that some people might need 	small groups	
more time to finish but move on to next	Student Reminders	
segment	 Remind students to stay on task 	
Segment 9	Engagement:	 Project Sheet with attached rubric
Time: 30 min	 Give verbal feedback to students 	
	during or after presentation	
Opening/Sponge/Motivator	Student Interactions:	
 Ensure students are ready for their 	 Students will be showing their 	
presentations. Review a few tips on	completed project to the class and	
public speaking or presentations	verbally explaining	
Activity	Student Reminders	
 Project #1 Presentations - groups should 	 Remind students to be kind and 	
present their publications to the class	considerate to their classmates	
and explain their pamphlet and	during presentations	
methodology used in creating it. You		
may keep this informal.		
Assessment		
 Give feedback on presentation and pamphlet 		
Closure		
Discuss oral presentation tips. Explain		
that there will be a more formal		
		1

Segment 10

Time: 30 min

Opening/Sponge/Motivator

 Ask students to describe in their own words, "security awareness" and what it means to them

Activity

 PowerPoint Presentation - Security Awareness

Assessment

Check for understanding

Closure

 Discuss the importance of maintaining a sense of security awareness within your school

Engagement:

 Engage students during presentation of slides

Student Interactions:

 Students should be interacting through open discussion and feedback during presentation to ensure understanding

Student Reminders

 Remind students that information in this presentation will be tested

- PowerPoint Security Awareness
- Whiteboard/smartboard
- Computer
- <u>Chapter 7 text</u> (not required, but you could choose excerpts from the textbook for students to read or review)

Segment 11

Time: 30 min

Opening/Sponge/Motivator

 Have students get into their security groups that were previously established. Review the concept of security awareness. Explain how companies often put out publications around the workplace (posters, newsletters, pamphlets, etc.) that remind employees to be safe and vigilant. Discuss what type of information can go into those publications.

Activity

• Communications Project #2

Assessment

Graded according to rubric

Closure

• Continue to next segment

Engagement:

 Walk around the room monitoring students' progress, assisting them where needed

Student Interactions:

- Students will be working in small groups interacting with each other within their respective groups
- You might allow ESL or SE students to work with peer mentors or in small groups

Student Reminders

Remind students to stay on task

- Project Sheet with attached rubric
- student computers
- printer paper
- printer (color printer preferred)

Segment 12 Time: 30 min Opening/Sponge/Motivator Activity Communications Project #2 Assessment Graded according to rubric Closure Explain that some people might need more time to finish but move on to next	 Walk around the room monitoring students' progress, assisting them where needed Student Interactions: Students will be working in small groups interacting with each other within their respective groups You might allow ESL or SE students to work with peer mentors or in small groups Student Reminders 	 Project Sheet with attached rubric student computers printer paper printer (color printer preferred)
segment Segment 13 Time: 30 min Opening/Sponge/Motivator Discuss alarms, and where one might find alarm systems being used (churches, schools, homes, businesses, etc.). You may use your school's alarm system as an example. Activity PowerPoint presentation - Central Alarm Stations	 Remind students to stay on task Engagement: Engage students during presentation of slides Student Interactions: Students should be interacting through open discussion and feedback during presentation to ensure understanding Student Reminders Remind students that information in this presentation will be tested 	 PowerPoint - Central Alarm Stations Whiteboard/smartboard Computer Chapter 8 text (not required, but you could choose excerpts from the textbook for students to read or review)
Assessment Check for understanding Closure Ask students: of all the technology we have discussed, what is the most important component of the security operation? (the answer is - YOU, the security professional). Instructor Note: For the closure of segment 13, it section). This will aid you in moving the discussion		

Two-way radios

Engagement:

Segment 14

Time: 30 min	 Instructor will be demonstrating
	use of radios and assisting students
Opening/Sponge/Motivator	with their use of radios
 Ask students what the most important 	 Instructor will be monitoring any
tool a security officer can carry. (radios).	student that may need to leave the
Discuss the reason why.	classroom for radio demonstration
Activity	Student Interactions:
 Two-way radio Demonstration 	 Students will be interacting with
 show students examples of 	each other through practical
two-way radios and discuss the	application methods
proper use protocols, do's and	Advanced students can use this as
don'ts, etc.	a "students teach students"
o pass around the radios for	opportunity
students to look at	Student Reminders
o divide students into their	Remind students to stay on task
security groups and have	 Remind students leaving the classroom area to be on their best
students practice using the radios - you can create a	behavior and not disturb other
scenario, or you can choose to	classrooms
simply have students post at	Classiconis
different points on campus and	
use the radios. The idea is for	
them to get practice, obtain this	
skill.	
Assessment	
Check for understanding	
Closure	
 Once students are all back together, 	
discuss lessons learned through the	
practical application (successes, failures,	
etc.)	

Engagement:

Project Sheet with attached rubric

Segment 15

 Time: 30 min Opening/Sponge/Motivator Have students get into their security groups that were previously established. Activity Communications Project #2 Assessment Graded according to rubric Closure 	 Walk around the room monitoring students' progress, assisting them where needed Student Interactions: Students will be working in small groups interacting with each other within their respective groups You might allow ESL or SE students to work with peer mentors or in small groups 	 student computers printer paper printer (color printer preferred)
Continue to next segment	Student Reminders • Remind students to stay on task	
Segment 16 Time: 30 min Opening/Sponge/Motivator	Walk around the room monitoring students' progress, assisting them where needed	 Project Sheet with attached rubric student computers printer paper printer (color printer preferred)
 Activity Communications Project #2 Assessment Graded according to rubric Closure Explain that some people might need more time to finish but move on to next segment 	Student Interactions: Students will be working in small groups interacting with each other within their respective groups You might allow ESL or SE students to work with peer mentors or in small groups Student Reminders Remind students to stay on task	
Segment 17	Engagement:	Project Sheet with attached rubric

 Time: 30 min Opening/Sponge/Motivator Ensure students are ready for their presentations. Review a few tips on public speaking or presentations Activity Project #2 Presentations - groups should present their publications and digital presentations to the class. This presentation should be more formal than the previous project. Assessment Grade according to rubric Give feedback on presentation and publications by commenting on the grading sheet. Closure Continue to next segment 	 Give verbal feedback to students after presentation Student Interactions: Students will be showing their completed project to the class and verbally explaining Student Reminders Remind students to be kind and considerate to their classmates during presentations 	
Segment 18 Time: 30 min Opening/Sponge/Motivator Activity Project #2 Presentations - groups should present their publications and digital presentations to the class. This presentation should be more formal than the previous project. Assessment Grade according to rubric Give feedback on presentation and publications by commenting on the grading sheet. Closure Discuss lessons learned from the project	Give verbal feedback to students after presentation Student Interactions: Students will be showing their completed project to the class and verbally explaining Student Reminders Remind students to be kind and considerate to their classmates during presentations	Project Sheet with attached rubric

Segment 19	Engagement:	Ideas for Review games:
Time - 30 min Opening/Sponge/Motivator • encourage students Activity • Teachers should choose a review activity. Games or activities that are fun work best	 Students are actively engaged in the review process by participating individually or in groups depending on the activity Student Interactions: Guide the activity with the students' participation You might allow ESL or SE students to work with peer mentors or in 	 Quizlet.com Quizizz.com Jeopardy Trasketball
Assessment	small groups Student Reminders Remind the students to study	
Segment 20	Engagement:	Unsecured Item Bank
Time: 30 min Opening/Sponge/Motivator Review test taking strategies Activity Unit 2 Summative Assessment (teacher created) - Copy of an unsecured item bank is provided in a PDF format for teachers to use if they choose	 Walk the room to ensure academic integrity Student Interactions: Students will be working individually on the assessment Student Reminders Remind students to use integrity during test taking Remind students to remain quiet until all students have finished 	• Answer Key
Assessment • Graded for accuracy Closure		

PLC Question Three: What will we do when students have not learned?

Interventions

- Reteach
- Recovery
- Peer teach
- Alternative assignments

PLC Question Four: What will we do when students have learned?

Enrichment

Additional Information Related to the Unit:

SkillsUSA Connection(s):

• Soft skills enrichment - public speaking

Notes:

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Pacing from a comprehensive high school with 85-90 minute class periods on a block schedule:

Week 1

- 1. Vocabulary
- 2. Begin Comm Project #1
 PowerPoint Effective Communication
- 3. Continue Comm Project #1
 Comm Project #1 Presentations
- 4. PowerPoint Security Awareness Begin Comm Project #2
- 5. PowerPoint Alarm Stations
 Two-way radio demonstration

Week 2

- 1. Comm Project #2
- 2. Comm Project #2 Presentations Unit Review
- 3. Unit Review
- 4. Summative Assessment