

Explain the consequences of not following directions promptly.

Student Name: _____ Date: _____

Directions:

You are the space manager for the local convention center. The Boat Show is coming to your city in two weeks, and you are writing directions for the groups who are in charge of setting up for the show.

The set up time is from 5 p.m. to 8 p.m. Friday night. This is the only time when the convention floor is available. The groups of people who need directions are:

- a. Electricians.
 - b. People who set up booth furniture (tables, tablecloths, etc.).
 - c. Presenters (who bring their boats, booth back drops, information stands, etc.).
 - d. Security (who open and lock up, set alarms, etc.).
1. Brainstorm a list of all the things that have to happen between 5:00 and 8:00 Friday night (at least three tasks for each group).
 2. Using your notes, develop a timeline of when each task on the list must be performed, and what group it involves.
 3. Next to each task, write down the consequences if the group involved does not follow these directions promptly.

Submit: Brainstorming, timeline. **Estimated Hours:** 1.0

Suggestions:

1. Remember, the boats have to get into the building.
2. Each group's jobs will overlap with other groups' jobs.



Related Standard:

Workplace Skills, Standard 2: Be responsible.
 D. Follow directions promptly.

Grading Criteria:

Each group has at least three listed tasks.	5	4	3	2	1
Timeline includes tasks, times, and consequences.	5	4	3	2	1
Consequences are realistic and show thought.	5	4	3	2	1
Work shows understanding of importance of following directions.	5	4	3	2	1