

# Management Levels

Discovery + Critical Thinking Activity

**An Attractive,  
Interactive Activity on  
Management Levels.**

**Includes a Formative  
Assessment**

**A Google Slides file  
that easily converts to  
Microsoft PowerPoint**

**NO PREP!**

**SAVES YOU TIME!** BUSINESS EDUCATION WITH *Denise Leigh*



# **NO PREP Discovery + Critical Thinking Activity**

- ✓ **Perfect for a Management, Intro to Business, Career, and Entrepreneurship class.**
- ✓ **Use with your 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grade high school students.**
- ✓ **Students learn about the different levels of management: top-level, medium-level, & lower-level management.**
- ✓ **Students are given 5 scenarios and must use their critical thinking skills to identify the level of management who makes the decision.**

**Great for In Person, Sub Day, or Virtual**

# Students use a vetted link to answer the prompts

## Management Levels

Use [THIS LINK](#) to answer the prompts in this file  
List the 3 management levels below

Example

[Redacted]

[Redacted]

[Redacted]

Business Education with Denise Leigh ©

**Students cannot  
copy & paste**

## Summary of Top-Level Management

This management level is also known as what?

Who are they?

What do they do?

Example

Business Education with Denise Leigh ©

**NO PREP!  
PLUG & PLAY!**

**Teaching Duration: 50 minutes + Discussions**

# Students are given **5 scenarios** to identify the Management Level

## Scenario 5: Creating a Weekly Staff Schedule

A restaurant manager writes the weekly work schedule for all staff members, ensuring enough coverage during lunch and dinner hours. They also adjust it when someone calls in sick.

Question: Which level of management is responsible for handling this task?

Hint: This person is closely involved with managing employees' daily work.

Example

Business Education with Derise Leigh ©

# NO PREP! Plug & Play!

# 11 Slides included

## Management Levels

In any organization, whether it's a business, school, hospital, or government office, people work in different roles to help the organization run smoothly. These roles are grouped into **levels of management**, which help to organize decision-making and leadership.



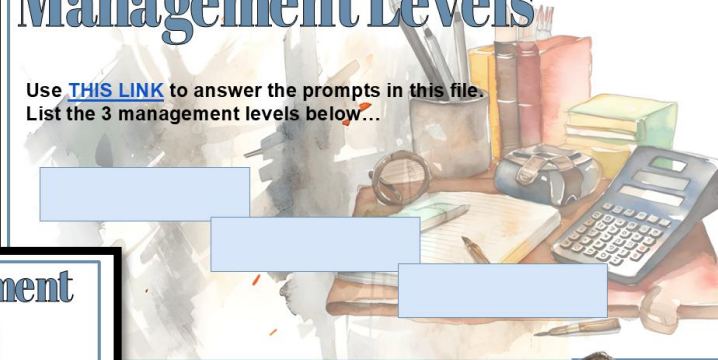
## Management Levels

Use [THIS LINK](#) to answer the prompts in this file. List the 3 management levels below...

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_




## Summary of Top-Level Management

This management level is also known as what? \_\_\_\_\_

Who are they? \_\_\_\_\_

What do they do? \_\_\_\_\_



## Summary of Middle-Level Management

This management level is also known as what? \_\_\_\_\_

Who are they? \_\_\_\_\_



## Quick Recap

Management Level	Focus	Main Functions	Example Position
Top-Level	Strategic (Long-Term)	Setting vision, long-range planning	CEO, Superintendent
Middle-Level	Tactical (Intermediate)	Organizing, coordinating	Branch Manager, Principal
Lower-Level	Operational (Day-to-Day Work)	Supervising, executing	Supervisor, Teacher



## Which Management Level is responsible for each scenario?

### Scenario 1: New School

The school announces a new policy that a community service to graduate, starting next year. \_\_\_\_\_ must complete \_\_\_\_\_ of \_\_\_\_\_.

Question: Which level of management is responsible for making this strategic policy decision?

Hint: Consider who sets long-term goals and shapes the organization's future.

Which Management Level is responsible for each scenario? \_\_\_\_\_




## Summary of Lower-Level Management

This management level is also known as what? \_\_\_\_\_

Who are they? \_\_\_\_\_

What do they do? \_\_\_\_\_



## Scenario 3: Training a New Employee

A new library assistant has just started work. Their supervisor spends the first week training them on daily responsibilities like checking books in and out, organizing shelves, and interacting with students.

Question: Which level of management is involved in this daily, hands-on training and supervision?

Hint: This role focuses on the day-to-day operations.

Which Management Level is responsible for each scenario? \_\_\_\_\_




## Scenario 4: Opening a New School Campus

A large private school system decides to open a new campus in another city. The leadership team conducts research, secures funding, and approves construction.

Question: Which level of management is responsible for making decisions about major expansions like this?

Hint: These decisions involve long-term vision, resource allocation, and risk management.

Which Management Level is responsible for each scenario? \_\_\_\_\_



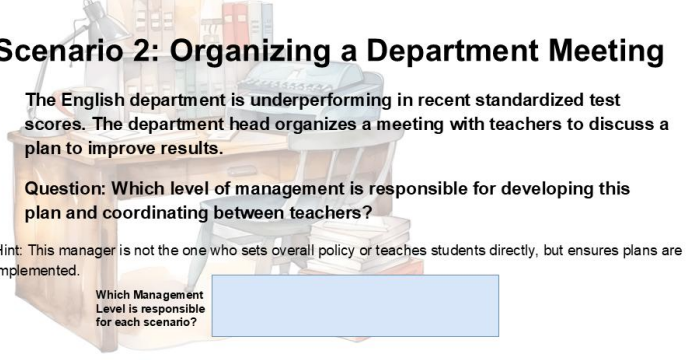
## Scenario 2: Organizing a Department Meeting

The English department is underperforming in recent standardized test scores. The department head organizes a meeting with teachers to discuss a plan to improve results.

Question: Which level of management is responsible for developing this plan and coordinating between teachers?

Hint: This manager is not the one who sets overall policy or teaches students directly, but ensures plans are implemented.

Which Management Level is responsible for each scenario? \_\_\_\_\_



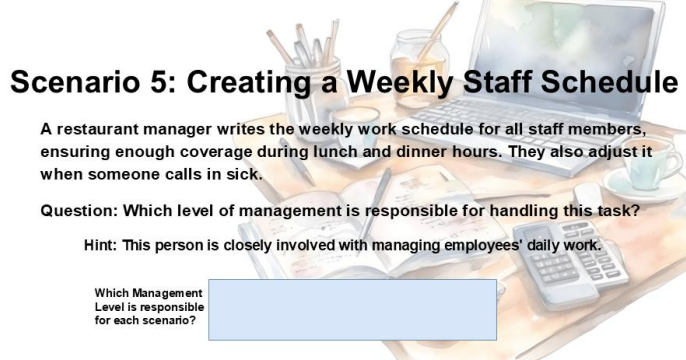
## Scenario 5: Creating a Weekly Staff Schedule

A restaurant manager writes the weekly work schedule for all staff members, ensuring enough coverage during lunch and dinner hours. They also adjust it when someone calls in sick.

Question: Which level of management is responsible for handling this task?

Hint: This person is closely involved with managing employees' daily work.

Which Management Level is responsible for each scenario? \_\_\_\_\_



Google Slides that **easily** converts to PowerPoint

**Hi! My name is Denise Leigh. I have been teaching Business Education for over 25 years! I love collaborating with business educators all over the world. I am a 2022 Pennsylvania Teacher of the Year Finalist and relentless lifetime learner and lover of everything education. Engaging students and connecting them to their world is my jam! Thank you for exploring my resources and sharing my passion for BUSINESS EDUCATION!**

Denise Leigh is an expert on student-led instruction. She was featured on CBS Pittsburgh for her City Collaborative™ Project-Based Business Education (PBL) Classroom.

