

	MONDAY-3/23	TUESDAY-3/24	WEDNESDAY-3/25	THURSDAY-3/26	FRIDAY-3/27
MicroComputer Apps Pd 1	<p>Assignment due: Lesson 6 Job Hunting/Yazzie Prospective employers.</p> <p>Today's Lesson: Address and print mailing labels and envelopes. Change page orientation</p> <p>Questions: How do you print mailing labels? How do you change the page orientation?</p>	<p>Assignment due: Lesson 6 Job Hunting/Yazzie Prospective employers.</p> <p>Today's Lesson: Use an IF field in a main document. Merge form letters. Select records to merge. Sort data records.</p> <p>Questions: What is an If field? How do you sort data records?</p>	<p>Assignment due: Lesson 6 Job Hunting/Yazzie Prospective employers.</p> <p>Today's Lesson: Use a letter template as the main document for a mail merge. Insert and merge fields in a main document.</p> <p>Questions: How do you use a template as the main document? How to you merge the fields into a main document?</p>	<p>Assignment due: Lesson 6 Job Hunting/Yazzie Prospective employers.</p> <p>Today's Lesson: Use an IF field in a main document. Merge form letters. Select records to merge. Sort data records.</p> <p>Questions: What is an If field? How do you sort data records?</p> <p>4TH 9 WEEKS!!</p>	<p>Assignment due: Lesson 6 Job Hunting/Yazzie Prospective employers.</p> <p>Today's Lesson: Address and print mailing labels and envelopes. Change page orientation</p> <p>Questions: How do you print mailing labels? How do you change the page orientation?</p>
Prep Period Pd 2	<p>Assignment due:</p> <p>Today's Lesson:</p>	<p>Assignment due:</p> <p>Today's Lesson:</p>	<p>Assignment due:</p> <p>Today's Lesson:</p>	<p>Assignment due:</p> <p>Today's Lesson:</p>	<p>Assignment due:</p> <p>Today's Lesson:</p>
Biz Wiz PD 3	<p>NO CLASS GYM DAY</p>	<p>Assignment due: Lab 1-1 Bake.</p> <p>Today's Lesson: Insert pictures into slides with and without content placeholders Move and resize pictures. Change font size and color. Duplicate slides.</p>	<p>Assignment due: Lab 1-2 History Museum.</p> <p>Today's Lesson: Select and change a document theme and variant. Create a title slide and text slide with a multilevel bulleted list. Add new slides and change slide layouts.</p>	<p>Assignment due: Lesson 1: Surf's up Flyer</p> <p>Today's Lesson: Enter text in a Word document. Check spelling as you type. Format paragraphs. Format text Undo or redo commands or services.</p> <p>4TH 9 WEEKS!!</p>	<p>Assignment due: Lesson 1: Surf's up Flyer</p> <p>Today's Lesson: Enter text in a Word document. Check spelling as you type. Format paragraphs. Format text Undo or redo commands or services.</p>
Accounting Pd 4	<p>Assignment due: Read Chapter 9-3. Do Problem 9-3</p> <p>Today's Lesson: Do Problem 9-3. Know what is the balance sheet? Know what accounts are on the balance sheet.</p> <p>Questions: What is the balance sheet? What accounts are on the balance sheet?</p>	<p>Assignment due: Problem 9-4.</p> <p>Today's Lesson: Create an income statement for Wilderness Rentals.</p> <p>Questions: What is the total revenue? What is the total expenses? Did the income statement have a net income or net loss?</p>	<p>Assignment due: Read Chapter 9-2. Do Problem 9-2.</p> <p>Today's Lesson: Know what a statement of Changes in Owner's Equity. Know what accounts are on the statement of changes in owners' equity.</p> <p>Questions: What is a statement of changes n owner equity? What accounts is on the statement of changes in owners' equity?</p>	<p>Assignment due: Read Chapter 9-3. Do Problem 9-3</p> <p>Today's Lesson: Do Problem 9-3. Know what is the balance sheet? Know what accounts are on the balance sheet.</p> <p>Questions: What is the balance sheet? What accounts are on the balance sheet?</p> <p>4TH 9 WEEKS!!</p>	<p>Assignment due: Problem 9-4.</p> <p>Today's Lesson: Create an income statement for Wilderness Rentals.</p> <p>Questions: What is the total revenue? What is the total expenses? Did the income statement have a net income or net loss?</p>

Computers 9 PD 5	<p>Assignment due:</p> <p>Today's Lesson:</p> <p>Questions:</p> <p>LUNCH A DUTY</p>	<p>Assignment due:</p> <p>Today's Lesson:</p> <p>Questions:</p> <p>LUNCH A DUTY</p>	<p>Assignment due:</p> <p>Today's Lesson:</p> <p>Questions:</p> <p>LUNCH A DUTY</p>	<p>Assignment due: Lesson 2: Research Paper: Safely using headphones.</p> <p>Today's Lesson: Apply formatting using keyboard shortcuts. Modify paragraph indentation. Insert and edit citations.</p> <p>Questions: What is a citation? How do you modify a paragraph indentation?</p> <p>4TH 9 WEEKS!!</p>	<p>Assignment due: Lesson 2: Research Paper: Safely using headphones.</p> <p>Today's Lesson: Apply formatting using keyboard shortcuts. Modify paragraph indentation. Insert and edit citations.</p> <p>Questions: What is a citation? How do you modify a paragraph indentation?</p>
Personal Money Mngt PD 6	<p>Assignment due: ZOGO Invest as a Teen - Modules 1-8.</p> <p>Today's Lesson: Learn how to invest their money. Learn short and long term investing.</p> <p>Question: What is investing? What are good things to invest in?</p>	<p>Assignment due: ZOGO Invest as a Teen - Modules 1-8.</p> <p>Today's Lesson: Learn how to invest their money. Learn short and long term investing.</p> <p>Question: What is investing? What are good things to invest in?</p>	<p>Assignment due: ZOGO Build Credit as a Teen - Modules 1-7.</p> <p>Today's Lesson: Learn what is credit. Learn what is credit history. Know they can build credit under 18 with parents signature.</p> <p>Question: What is credit? What is credit history?</p>	<p>Assignment due: GAP Credit Union Representative in to present.</p> <p>Today's Lesson: GAP Credit Union Representative in to present.</p> <p>Questions: What is a credit score? How do you maintain a good score?</p> <p>4TH 9 WEEKS!!</p>	<p>Assignment due: ZOGO Build Credit as a Teen - Modules 1-7.</p> <p>Today's Lesson: Learn what is credit. Learn what is credit history. Know they can build credit under 18 with parents signature.</p> <p>Question: What is credit? What is credit history?</p>
Business Management, Pd 7	<p>Assignment due: Section 5.1 Assessment</p> <p>Today's Lesson: Know different laws that affect business operations.</p> <p>Questions: What is Corporate law? What is Tax law?</p>	<p>Assignment due: Section 5.2 Assessment</p> <p>Today's Lesson: Know the importance of Employment Laws.</p> <p>Questions: What are the major employment laws? What is the importance of Fair Labor standards Act?</p>	<p>Assignment due: Chapter 5 Self Assessment.</p> <p>Today's Lesson: Do Chapter 5 Self Assessment.</p> <p>Questions: What is trademark? What is a patent?</p>	<p>Assignment due: Chapter 5 Test</p> <p>Today's Lesson: Test on Chapter 5.</p> <p>Questions: What is a strike? What is Uniform Commercial Code?</p> <p>4TH 9 WEEKS!</p>	<p>Assignment due: Chapter 5 Test</p> <p>Today's Lesson: Test on Chapter 5.</p> <p>Questions: What is a strike? What is Uniform Commercial Code?</p>
Personal Money Mngt Pd 8	<p>Assignment due: ZOGO Invest as a Teen - Modules 1-8.</p> <p>Today's Lesson: Learn how to invest their money. Learn short and long term investing.</p> <p>Question: What is investing? What are good things to invest in?</p>	<p>Assignment due: ZOGO Invest as a Teen - Modules 1-8.</p> <p>Today's Lesson: Learn how to invest their money. Learn short and long term investing.</p> <p>Question: What is investing? What are good things to invest in?</p>	<p>Assignment due: ZOGO Build Credit as a Teen - Modules 1-7.</p> <p>Today's Lesson: Learn what is credit. Learn what is credit history. Know they can build credit under 18 with parents signature.</p> <p>Question: What is credit? What is credit history?</p>	<p>Assignment due: GAP Credit Union Representative in to present.</p> <p>Today's Lesson: GAP Credit Union Representative in to present.</p> <p>Questions: What is a credit score? How do you maintain a good score?</p> <p>4TH 9 WEEKS!!</p>	<p>Assignment due: ZOGO Build Credit as a Teen - Modules 1-7.</p> <p>Today's Lesson: Learn what is credit. Learn what is credit history. Know they can build credit under 18 with parents signature.</p> <p>Question: What is credit? What is credit history?</p>