

	MONDAY-3/03	TUESDAY-3/04	WEDNESDAY-3/05	THURSDAY-3/06	FRIDAY-3/07
Microcomputer Apps Pd 1	<p><b>Assignment due:</b> Lesson 4 Creating and Formatting Information Graphs in PowerPoint.</p> <p><b>Today's Lesson:</b> Insert a SmartArt graphic. Insert images from a file into SmartArt graphic. Format a SmartArt Graphic. Convert text to a SmartArt Graphic.</p> <p><b>Questions:</b> What is a SmartArt graphic? How do you convert text to a SmartArt graphic?</p>	<p><b>Assignment due:</b> Lesson 4 Creating and Formatting Information Graphs in PowerPoint.</p> <p><b>Today's Lesson:</b> Create a format a chart. Rotate a chart. Change the chart title and legend.</p> <p><b>Questions:</b> What is a SmartArt graphic? How do you convert text to a SmartArt graphic?</p>	<p><b>Assignment due:</b> Lesson 4 Creating and Formatting Information Graphs in PowerPoint.</p> <p><b>Today's Lesson:</b> Separate a pie chart slice. Create and format a table. Insert a symbol in a table.</p> <p><b>Questions:</b> What is a SmartArt graphic? How do you convert text to a SmartArt graphic?</p>	<p><b>Assignment due:</b> Lesson 4 Creating and Formatting Information Graphs in PowerPoint.</p> <p><b>Today's Lesson:</b> Change table text alignment and orientation. Add a image to a table.</p> <p><b>Questions:</b> What is a SmartArt graphic? How do you convert text to a SmartArt graphic?</p>	<p><b>Assignment due:</b> Lesson 4 Creating and Formatting Information Graphs in PowerPoint.</p> <p><b>Today's Lesson:</b> Insert a SmartArt graphic. Insert images from a file into SmartArt graphic. Format a SmartArt Graphic. Convert text to a SmartArt Graphic.</p> <p><b>Questions:</b> What is a SmartArt graphic? How do you convert text to a SmartArt graphic?</p>
Biz Wiz Pd 2	<p><b>Assignment due:</b> Watch Biz Kids Episode 107 A Biz: What is it?</p> <p><b>Today's Lesson:</b> Discuss where to put your money.</p> <p><b>Questions:</b> What is a bank? What is a mutual fund?</p>	<p><b>Assignment due:</b> Do Activity Sheets for Episode 107 A Biz: What is it?</p> <p><b>Today's Lesson:</b> Do Activity Sheets for Episode 105 Money Moves.</p> <p><b>Questions:</b> How can you earn money? Where can you look for jobs?</p>	<p><b>Assignment due:</b> Watch Biz Kids Episode 108 How to succeed without even trying!</p> <p><b>Today's Lesson:</b> Discuss where to put your money.</p> <p><b>Questions:</b> What is a bank? What is a mutual fund?</p>	<p><b>Assignment due:</b> Do Activity Sheets for Episode 108 How to succeed without even trying!</p> <p><b>Today's Lesson:</b> Do Activity Sheets for Episode 108 Money Moves.</p> <p><b>Questions:</b> How can you earn money? Where can you look for jobs?</p>	<p><b>Assignment due:</b> Watch Sharktank for business strategies.</p> <p><b>Today's Lesson:</b> Learn to negotiate when investing in a business.</p> <p><b>Questions:</b> What is an investment? What is a percentage of the company?</p>
Prep Period PD 3	<p><b>Assignment due:</b></p> <p><b>Today's Lesson:</b></p>	<p><b>Assignment due:</b></p> <p><b>Today's Lesson:</b></p>	<p><b>Assignment due:</b></p> <p><b>Today's Lesson:</b></p>	<p><b>Assignment due:</b></p> <p><b>Today's Lesson:</b></p>	<p><b>Assignment due:</b></p> <p><b>Today's Lesson:</b></p>
Computer Dimension 8 Pd 4	<p><b>Assignment due:</b> Lab 1-2 History Museum.</p> <p><b>Today's Lesson:</b> 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><b>Assignment due:</b> Lab 1-2 History Museum.</p> <p><b>Today's Lesson:</b> 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><b>Assignment due:</b> Lab 1-3 Construction School Program PowerPoint</p> <p><b>Today's Lesson:</b> Insert pictures into slides with and without content placeholders Move and resize pictures. Change font size and color. Duplicate slides.</p>	<p><b>Assignment due:</b> Create a PowerPoint about yourself.</p> <p><b>Today's Lesson:</b> Insert pictures into slides with and without content placeholders Move and resize pictures. Change font size and color.</p> <p><b>Questions:</b> How do you duplicate a slide?</p>	<p><b>Assignment due:</b> Create a PowerPoint about yourself.</p> <p><b>Today's Lesson:</b> Insert pictures into slides with and without content placeholders Move and resize pictures. Change font size and color.</p> <p><b>Questions:</b> How do you duplicate a slide?</p>

				How do you view the presentation?	How do you view the presentation?
Computers 9 PD 5	<b>Assignment due:</b> <b>Today's Lesson:</b> <b>Questions:</b>	<b>Assignment due:</b> <b>Today's Lesson:</b> <b>Questions:</b>	<b>Assignment due:</b> <b>Today's Lesson:</b> <b>Questions:</b>	<b>Assignment due:</b> <b>Today's Lesson:</b> <b>Questions:</b>	<b>Assignment due:</b> <b>Today's Lesson:</b> <b>Questions:</b>
Personal Money Mngt PD 6	<b>Assignment due:</b> ZOGO Earn Modules 1-13. <b>Today's Lesson:</b> Learn ways to get a earn money. Learn about wages and salaries. <b>Question:</b> What are ways to learn a earn money? What is the difference between wages and salaries?	<b>Assignment due:</b> ZOGO Earn Modules 14-25. <b>Today's Lesson:</b> Learn what is an ATM, overdrafts and checks. <b>Question:</b> What is an ATM? What is an overdraft?	<b>Assignment due:</b> ZOGO Borrow 1-13 <b>Today's Lesson:</b> Learn ways to borrow money. Learn how interest adds onto borrowed money. <b>Question:</b> What are ways to borrow money? How do you calculate interest onto borrowing money?	<b>Assignment due:</b> GAP Credit Union Representative. <b>Today's Lesson:</b> Learn ways to borrow money. Learn how interest adds onto borrowed money. <b>Question:</b> What are ways to borrow money? How do you calculate interest onto borrowing money?	<b>Assignment due:</b> ZOGO Borrow 1-13 <b>Today's Lesson:</b> Learn ways to borrow money. Learn how interest adds onto borrowed money. <b>Question:</b> What are ways to borrow money? How do you calculate interest onto borrowing money?
Personal Money Mngt, Pd 7	<b>Assignment due:</b> ZOGO Earn Modules 1-13. <b>Today's Lesson:</b> Learn ways to get a earn money. Learn about wages and salaries. <b>Question:</b> What are ways to learn a earn money? What is the difference between wages and salaries?	<b>Assignment due:</b> ZOGO Earn Modules 14-25. <b>Today's Lesson:</b> Learn what is an ATM, overdrafts and checks. <b>Question:</b> What is an ATM? What is an overdraft?	<b>Assignment due:</b> ZOGO Borrow 1-13 <b>Today's Lesson:</b> Learn ways to borrow money. Learn how interest adds onto borrowed money. <b>Question:</b> What are ways to borrow money? How do you calculate interest onto borrowing money?	<b>Assignment due:</b> GAP Credit Union Representative. <b>Today's Lesson:</b> Learn ways to borrow money. Learn how interest adds onto borrowed money. <b>Question:</b> What are ways to borrow money? How do you calculate interest onto borrowing money?	<b>Assignment due:</b> ZOGO Borrow 1-13 <b>Today's Lesson:</b> Learn ways to borrow money. Learn how interest adds onto borrowed money. <b>Question:</b> What are ways to borrow money? How do you calculate interest onto borrowing money?
Business Management Pd 8	<b>Assignment due:</b> Workbook Pages 29-34. <b>Today's Lesson:</b> Chapter 2 Test. <b>Questions:</b> What is a monopoly? What is the Japanese style of management?	<b>Assignment due:</b> Self-Assessment 3 <b>Today's Lesson:</b> Do Self-Assessment 3 <b>Questions:</b> What is values? What is a trend?	<b>Assignment due:</b> Chapter 3 Test. <b>Today's Lesson:</b> Test on Chapter 3. <b>Questions:</b> What is a resume? What is a cover letter?	<b>Assignment due:</b> Read Section 4.1. Section 4.1 Assessment <b>Today's Lesson:</b> Do Section 4.1 Assessment <b>Questions:</b> What is business ethics? What laws relate to business ethics?	<b>Assignment due:</b> Read Section 4.2. Section 4.2 Assessment. <b>Today's Lesson:</b> Do Section 4.2 Assessment. <b>Questions:</b> What is social responsibility? How can corporations show social responsibility?