

	MONDAY-5/05	TUESDAY-5/06	WEDNESDAY-5/07	THURSDAY-5/08	FRIDAY-5/09
Microcomputer Apps Pd 1	<b>Assignment due:</b> Extend 2-1 Jonee's Animal Supply <b>Today's Lesson:</b> Use Flash Fill. Enter formulas using the keyboard. Enter formulas using Point mode. Apply the MAX, MIN, and AVER functions. <b>Questions:</b> What is Flash Fill? How do you enter a formula?	<b>Assignment due:</b> Lab 2-1 Aylin Insurance Premium Analysis. <b>Today's Lesson:</b> Use Flash Fill. Enter formulas using the keyboard. Enter formulas using Point mode. Apply the MAX, MIN, and AVER functions. <b>Questions:</b> What is Flash Fill? How do you enter a formula?	<b>Assignment due:</b> Lab 2-1 Aylin Insurance Premium Analysis. <b>Today's Lesson:</b> Use Flash Fill. Enter formulas using the keyboard. Enter formulas using Point mode. Apply the MAX, MIN, and AVER functions. <b>Questions:</b> What is Flash Fill? How do you enter a formula?	<b>Assignment due:</b> Lab 2-2 International Moving Company Report. <b>Today's Lesson:</b> Enter the Worksheet title and subtitle. Fill in the contents from Table 2-7 <b>Questions:</b> What is Excel spreadsheet? How do you enter text and numbers into the spreadsheet?	<b>Assignment due:</b> Lab 2-2 International Moving Company Report. <b>Today's Lesson:</b> Enter the Worksheet title and subtitle. Fill in the contents from Table 2-7 <b>Questions:</b> What is Excel spreadsheet? How do you enter text and numbers into the spreadsheet?
Biz Wiz Pd 2	<b>Assignment due:</b> Watch Biz Kids Episode 106 Taking Charge of your Financial Future <b>Today's Lesson:</b> Discuss where to put your money. <b>Questions:</b> What is a bank? What is a mutual fund?	<b>Assignment due:</b> Do Activity Sheets for Episode 106 Taking Charge of your Financial Future <b>Today's Lesson:</b> Do Activity Sheets for Episode 106 Taking Charge of your Financial Future. <b>Questions:</b> How can you earn money?	<b>Assignment due:</b> Watch Biz Kids Episode 107 A Biz: What is it? <b>Today's Lesson:</b> Discuss where to put your money. <b>Questions:</b> What is a bank? What is a mutual fund?	<b>Assignment due:</b> Do Activity Sheets for 107 A Biz: What is it? <b>Today's Lesson:</b> Do Activity Sheets for 107 A Biz: What is it? <b>Questions:</b> What is a bank? What is a mutual fund?	<b>Assignment due:</b> Shark Tank Worksheet <b>Today's Lesson:</b> Analyze Shark Tank and answer questions on the worksheet. <b>Questions:</b> How can you earn money? Where can you look for jobs?
Prep Period PD 3	<b>Assignment due:</b>  <b>Today's Lesson:</b>	<b>Assignment due:</b>  <b>Today's Lesson:</b>	<b>Assignment due:</b>  <b>Today's Lesson:</b>	<b>Assignment due:</b>  <b>Today's Lesson:</b>	<b>Assignment due:</b>  <b>Today's Lesson:</b>
Computer Dimension 8 Pd 4	<b>Assignment due:</b> Lesson 1 PowerPoint: Tall Oaks. <b>Today's Lesson:</b> Select and change a document theme. Create a title slide and a text slide with a multilevel bulleted list. Add new slides and change slide layouts. Insert pictures into slides with and without content placeholders.	<b>Assignment due:</b> Lesson 1 PowerPoint: Tall Oaks. <b>Today's Lesson:</b> Select and change a document theme. Create a title slide and a text slide with a multilevel bulleted list. Add new slides and change slide layouts. Insert pictures into slides with and without content placeholders.	<b>Assignment due:</b> Lesson 1 PowerPoint: Tall Oaks. <b>Today's Lesson:</b> Move and resize pictures. Change font size and color Bold and italicize text. Duplicate a slide. Arrange slides Select a slide transition. View slide show.	<b>Assignment due:</b> AYK 1-1 Email Fraud. <b>Today's Lesson:</b> Do Apply 1-1 Email Fraud. Change the document theme. Change fonts and font sizes as instructed. Add the transition. View the slideshow.	<b>Assignment due:</b> EYK 1-1 Waterfalls <b>Today's Lesson:</b> Change the document theme. Resize the pictures. Add the bulleted items. View slideshow.

<b>Computers 9 PD 5</b>	<b>Assignment due:</b> Lesson 3: Spokes PowerPoint. <b>Today's Lesson:</b> Color a photo. Add an artistic effect to a photo. Align paragraphs. Change views. Ungroup, change the color of, and regroup and illustration. <b>Questions:</b> How do you ungroup an illustration? How do you copy a slide element?	<b>Assignment due:</b> Lesson 3: Spokes PowerPoint. <b>Today's Lesson:</b> Insert an audio clip. Control audio and video clips. Insert entrance, emphasis, and exit effects. Control animation timing <b>Questions:</b> How do you insert an audio clip? How do you insert a video clip?	<b>Assignment due:</b> Lesson 3: Spokes PowerPoint. <b>Today's Lesson:</b> Change theme colors. Change a theme and variant on one slide. Print handouts. <b>Questions:</b> How do you change the variant? How do you control animation timing?	<b>Assignment due:</b> Apply 3-1 Cats Slideshow. <b>Today's Lesson:</b> Insert an audio clip. Control audio and video clips. Insert entrance, emphasis, and exit effects. Control animation timing <b>Questions:</b> How do you insert an audio clip? How do you insert a video clip?	<b>Assignment due:</b> Extend 3-1 Swimming. <b>Today's Lesson:</b> Change theme colors. Change a theme and variant on one slide. Print handouts. <b>Questions:</b> How do you change the variant? How do you control animation timing?
<b>Personal Money Mngt PD 6</b>	<b>Assignment due:</b> ZOGO Types of Stock Options 1-20. <b>Today's Lesson:</b> Know types of stocks. Know how to trade in the market. Learn what are dividends. <b>Question:</b> What is a dividend? What is a mutual fund?	<b>Assignment due:</b> ZOGO Types of Stock Options 1-20. <b>Today's Lesson:</b> Know types of stocks. Know how to trade in the market. Learn what are dividends. <b>Question:</b> What is a dividend? What is a mutual fund?	<b>Assignment due:</b> ZOGO Evaluate a Stock Modules 1-8. <b>Today's Lesson:</b> Know what are a balance sheet, income statement and cashflow statements. <b>Question:</b> What is a balance sheet? What is an income statement?	<b>Assignment due:</b> ZOGO Evaluate a Stock Modules 1-8. <b>Today's Lesson:</b> Know what are a balance sheet, income statement and cashflow statements. <b>Question:</b> What is a balance sheet? What is an income statement?	<b>Assignment due:</b> Make up incomplete assignments. <b>Today's Lesson:</b> Do incomplete assignments. <b>Question:</b>  <b>PROM EARLY DISMISSAL.</b>
<b>Personal Money Mngt, Pd 7</b>	<b>Assignment due:</b> ZOGO Types of Stock Options 1-20. <b>Today's Lesson:</b> Know types of stocks. Know how to trade in the market. Learn what are dividends. <b>Question:</b> What is a dividend? What is a mutual fund?	<b>Assignment due:</b> ZOGO Types of Stock Options 1-20. <b>Today's Lesson:</b> Know types of stocks. Know how to trade in the market. Learn what are dividends. <b>Question:</b> What is a dividend? What is a mutual fund?	<b>Assignment due:</b> ZOGO Evaluate a Stock Modules 1-8. <b>Today's Lesson:</b> Know what are a balance sheet, income statement and cashflow statements. <b>Question:</b> What is a balance sheet? What is an income statement?	<b>Assignment due:</b> ZOGO Evaluate a Stock Modules 1-8. <b>Today's Lesson:</b> Know what are a balance sheet, income statement and cashflow statements. <b>Question:</b> What is a balance sheet? What is an income statement?	<b>Assignment due:</b> Make up incomplete assignments. <b>Today's Lesson:</b> Do incomplete assignments. <b>Question:</b>  <b>PROM EARLY DISMISSAL.</b>
<b>Business Management Pd 8</b>	<b>Assignment due:</b> Read Section 10.1 Do Section Assessment 10.1. <b>Today's Lesson:</b> Know why businesses use strategic planning. <b>Questions:</b> What is strategic planning? What is the difference between formal and functional planning?	<b>Assignment due:</b> Read Section 10.2 Do Section Assessment 10.2. <b>Today's Lesson:</b> Know the steps taken in the strategic management process. <b>Questions:</b> What are the objectives to a company's mission statement? What is a SWOT analysis?	<b>Assignment due:</b> Workbook Pages 147-148. <b>Today's Lesson:</b> Do Workbook Pages 147-148. <b>Questions:</b> What is growth strategy? What is stability strategy?	<b>Assignment due:</b> Chapter 10 Self Assessment. <b>Today's Lesson:</b> Do Chapter 10 Self Assessment. <b>Questions:</b> What are policies? What is implementation strategy?	<b>Assignment due:</b> Test on Chapter 10 <b>Today's Lesson:</b> Test on Chapter 10.. <b>Questions:</b> What is strategic planning? What is the difference between formal and functional planning?