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

Computers 9 PD 5	Assignment due:	Assignment due:	Assignment due:	Assignment due:	Assignment due:
	Lesson 3: Spokes	Lesson 3: Spokes	Lesson 3: Spokes	Apply 3-1 Cats	Extend 3-1 Swimming.
	PowerPoint.	PowerPoint.	PowerPoint.	Slideshow.	Today's Lesson:
	Today's Lesson:	Today's Lesson:	Today's Lesson:	Today's Lesson:	Change theme colors.
	Color a photo.	Insert an audio clip.	Change theme colors.	Insert an audio clip.	Change a theme and
	Add an artistic effect to	Control audio and video	Change a theme and	Control audio and video	variant on one slide.
	a photo.	clips.	variant on one slide.	clips.	Print handouts.
	Align paragraphs.	Insert entrance,	Print handouts.	Insert entrance,	Questions: How do you
	Change views.	emphasis, and exit	Questions: How do you	emphasis, and exit	change the variant?
	Ungroup, change the	effects. Control	change the variant?	effects. Control	How do you control
	color of, and regroup	animation timing	How do you control	animation timing	animation timing?
	and illustration.	Questions: How do you	animation timing?	Questions: How do you	
	Questions: How do you	insert an audio clip?		insert an audio clip?	
	ungroup an illustration?	How do you insert a		How do you insert a	
	How do you copy a slide	video clip?		video clip?	
	element?				
	Assignment due:	Assignment due:	Assignment due:	Assignment due:	Assignment due:
Pe	ZOGO Types of Stock	ZOGO Types of Stock	ZOGO Evaluate a Stock	ZOGO Evaluate a Stock	Make up incomplete
Personal Money Mngt PD	Options 1-20.	Options 1-20.	Modules 1-8.	Modules 1-8.	assignments.
) S	Today's Lesson:	Today's Lesson:	Today's Lesson:	Today's Lesson:	Today's Lesson:
	Know types of stocks.	Know types of stocks.	Know what are a	Know what are a	Do incomplete
o	Know how to trade in	Know how to trade in	balance sheet, income	balance sheet, income	assignments.
ne	the market.	the market.	statement and cashflow	statement and cashflow	Question:
>	Learn what are	Learn what are	statements.	statements.	
]ng	dividends.	dividends.	Question:	Question:	PROM EARLY
Jt F	Question:	Question:	What is a balance	What is a balance	DISMISSAL.
	What is a dividend?	What is a dividend?	sheet?	sheet?	
6	What is a mutual fund?	What is a mutual fund?	What is an income	What is an income	
			statement?	statement?	
	Assignment due:	Assignment due:	Assignment due:	Assignment due:	Assignment due:
Personal Mo	ZOGO Types of Stock	ZOGO Types of Stock	ZOGO Evaluate a Stock	ZOGO Evaluate a Stock	Make up incomplete
rso	Options 1-20.	Options 1-20.	Modules 1-8.	Modules 1-8.	assignments.
na	Today's Lesson:	Today's Lesson:	Today's Lesson:	Today's Lesson:	Today's Lesson:
=	Know types of stocks.	Know types of stocks.	Know what are a balance	Know what are a	Do incomplete
lon	Know how to trade in	Know how to trade in	sheet, income statement	balance sheet, income	assignments.
ey	the market.	the market.	and cashflow	statement and cashflow	Question:
ney Mngt,	Learn what are	Learn what are	statements.	statements.	DDOM FARLY
ng	dividends.	dividends.	Question:	Question:	PROM EARLY
t, Pd 7	Question: What is a dividend?	Question: What is a dividend?	What is a balance sheet? What is an income	What is a balance sheet?	DISMISSAL.
	What is a mutual fund?	What is a mutual fund?	statement?		
	Wilde is a illutual fullu:	Wildt is a mutual fumu!	Statement	What is an income statement?	
	Assignment due:	Assignment due:	Assignment due:	Assignment due:	Assignment due:
Business Management Pd	Read Section 10.1	Read Section 10.2	Workbook Pages 147-	Chapter 10 Self	Test on Chapter 10
	Do Section Assessment	Do Section Assessment	148.	Assessment.	Today's Lesson:
	10.1.	10.2.	Today's Lesson:	Today's Lesson:	Test on Chapter 10
	Today's Lesson:	Today's Lesson:	Do Workbook Pages	Do Chapter 10 Self	Questions: What is
	Know why businesses	Know the steps taken in	147-148.	Assessment.	strategic planning?
	use strategic planning.	the strategic	Questions: What is	Questions: What are	What is the difference
	Questions: What is	management process.	growth strategy?	policies?	between formal and
	strategic planning?	Questions: What are	What is stability	What is implementation	functional planning?
	What is the difference	the objectives to a	strategy?	strategy?	
er		_	1		
ent F	between formal and	company's mission			
	between formal and functional planning?	company's mission statement?			
ent Pd 8	between formal and functional planning?				