

	MONDAY-3/18	TUESDAY-3/19	WEDNESDAY-3/20	THURSDAY-3/21	FRIDAY-3/22
Microcomputer Apps Pd 1	Assignment due: Module 1 Excel. Today's Lesson: Students will describe the excel worksheet. Enter text and numbers Use the sum button to sum a range of cells. Questions: What is Excel spreadsheet? How do you enter text and numbers into the spreadsheet?	Assignment due: Module 1 Excel. Today's Lesson: Students will enter a simple function. Cop the contents of a cell to a range of cells using the fine handle. Apply cell styles. Questions: What is Excel spreadsheet? How do you enter text and numbers into the spreadsheet?	Assignment due: Module 1 Excel. Today's Lesson: Students will Format cells in a worksheet. Create a 3-D pie chart. Change a worksheet name and sheet table color Questions: What is Excel spreadsheet? How do you enter text and numbers into the spreadsheet?	Assignment due: Module 1 Excel. Today's Lesson: Change document properties. Preview and print. Use the AutoCalculate area to display statistics. Corrects errors on worksheet. Questions: What is Excel spreadsheet? How do you enter text and numbers into the spreadsheet?	Assignment due: Module 1 Excel. Today's Lesson: Change document properties. Preview and print. Use the AutoCalculate area to display statistics. Corrects errors on worksheet. Questions: What is Excel spreadsheet? How do you enter text and numbers into the spreadsheet?
Biz Wiz Pd 2	Assignment due: Student Activity # 1. Saving and Investing for your Future Eps 118 Vocabulary. Today's Lesson: Understand how to get enough money to reach your goals Questions: What is a bond? What is a stock?	Assignment due: Student Activity #2 . Saving and Investing for your Future Eps 118 What's the Risk. Today's Lesson: Understand the risks of investing your money. Questions: What is a bank? What is a credit union?	Assignment due: Student Activity #3 Stock market Research. Saving and Investing for your Future Eps 118. Today's Lesson: Understand the risks of investing your money. Questions: What is a bank? What is a credit union?	Assignment due: Introduce Biz Wiz to the students. Today's Lesson: Introduce the students to business terms. Questions: What is savings? What is investing? 4th Quarter Starts	Assignment due: Introduce Biz Wiz to the students. Today's Lesson: Introduce the students to business terms. Questions: What is savings? What is investing
Prep Period PD 3	Assignment due: 1. Today's Lesson:	Assignment due: Today's Lesson:	Assignment due: Today's Lesson:	Assignment due: Today's Lesson:	Assignment due: Today's Lesson:
Computer Dimensions 8 Pd 4	Assignment due: Do Extend 1-1 Decorative Rectangle. Today's Lesson: Create the Register to Vote Flyer with the content on the Lessons drive. Questions: How do you draw textbox in Publisher? How do you overlap pictures?	Assignment due: Expand 1-1 Spring Break Ad. Today's Lesson: Following the instructions make the changes to the Spring Break Flyer. Questions: What is an attention grabber? Can you change a template in Publisher?	Assignment due: Finish incomplete assignments for the 9 weeks. Today's Lesson: Finish incomplete assignments for the 9 weeks. Questions: How do you use bestfit in Publisher? How do you delete text boxes not being used?	Assignment due: Lesson 1: Surf's up Flyer Today's Lesson: Change theme colors. Insert digital pictures in a Word document. Resize and format picuters. Add a page border Adjust spacing Correct errors and revise a document. 4th Quarter Starts	Assignment due: Lesson 1: Surf's up Flyer Today's Lesson: Change theme colors. Insert digital pictures in a Word document. Resize and format picuters. Add a page border Adjust spacing Correct errors and revise a document.
Compute	Assignment due: LUNCH DUTY A	Assignment due: LUNCH DUTY A	Assignment due: LUNCH DUTY A	Assignment due: Lesson 2: Research Paper: Safely using headphones.	Assignment due: Lesson 2: Research Paper: Safely using headphones.

				<p>Today's Lesson: Apply formatting using keyboard shortcuts. Modify paragraph indentation. Insert and edit citations. Questions: What is a citation? How do you modify a paragraph indentation?</p>	<p>Today's Lesson: Apply formatting using keyboard shortcuts. Modify paragraph indentation. Insert and edit citations. Questions: What is a citation? How do you modify a paragraph indentation?</p>
Personal Money Mngt PD 6	<p>Assignment due: Lesson 10- Make it Happen: Saving for a Rainy Day. Worksheet Today's Lesson: Exercise skills needed for saving and investing. Examine how saving and investing is part of financial well-being? Questions: What is a budget? What financial goals do you as students have?</p>	<p>Assignment due: Lesson 10- Make it Happen: Saving for a Rainy Day. Worksheet Today's Lesson: Exercise skills needed for saving and investing. Examine how saving and investing is part of financial well-being? Questions: What is a budget? What financial goals do you as students have?</p>	<p>Assignment due: Lesson 10- Make it Happen: Saving for a Rainy Day. Worksheet Today's Lesson: Exercise skills needed for saving and investing. Examine how saving and investing is part of financial well-being? Questions: What is a budget? What financial goals do you as students have?</p>	<p>Assignment due: Lesson 11 Savvy Spending: Sharpening Money Decisions. Today's Lesson: Assess personal spending behavior. Understand the concept of opportunity cost. Questions: What is a want? What is a need?</p>	<p>Assignment due: Lesson 11 Savvy Spending: Sharpening Money Decisions Worksheet. Today's Lesson: Evaluate spending choices when it comes to personal wants versus needs. Questions: What is opportunity cost?</p>
Personal Money Mngt, Pd 7	<p>Assignment due: Lesson 10- Make it Happen: Saving for a Rainy Day. Worksheet Today's Lesson: Exercise skills needed for saving and investing. Examine how saving and investing is part of financial well-being? Questions: What is a budget? What financial goals do you as students have?</p>	<p>Assignment due: Lesson 10- Make it Happen: Saving for a Rainy Day. Worksheet Today's Lesson: Exercise skills needed for saving and investing. Examine how saving and investing is part of financial well-being? Questions: What is a budget? What financial goals do you as students have?</p>	<p>Assignment due: Lesson 10- Make it Happen: Saving for a Rainy Day. Worksheet Today's Lesson: Exercise skills needed for saving and investing. Examine how saving and investing is part of financial well-being? Questions: What is a budget? What financial goals do you as students have?</p>	<p>Assignment due: Lesson 11 Savvy Spending: Sharpening Money Decisions. Today's Lesson: Assess personal spending behavior. Understand the concept of opportunity cost. Questions: What is a want? What is a need?</p>	<p>Assignment due: Lesson 11 Savvy Spending: Sharpening Money Decisions Worksheet. Today's Lesson: Evaluate spending choices when it comes to personal wants versus needs. Questions: What is opportunity cost?</p>
Business Management Pd 8	<p>Assignment due: Section 8.1 Assessment Today's Lesson: Do Section 8.1 Assessment. Questions: How does corporate culture influence decision making? What are the five types of management decision styles?</p>	<p>Assignment due: Section 8.2 Assessment Today's Lesson: Do Section 8.2 Assessment. Questions: What are five basic steps to creative decision making? What are four basic barriers to effective decision making?</p>	<p>Assignment due: Chapter 8 Self Assessment. Today's Lesson: Know what is the balance of trade. Questions: What is a foreign intermediary? What is a balance of trade?</p>	<p>Assignment due: Test on Chapter 8. Today's Lesson: Chapter 8 Test. Questions: What is the six steps to rational decision making? What are the principles of team decision making?</p>	<p>Assignment due: Test on Chapter 8. Today's Lesson: Chapter 8 Test. Questions: What is the six steps to rational decision making? What are the principles of team decision making?</p>