

Deb Shew – Business Education

Lesson Plans – Week 3 September 11 – September 15, 2017

	Personal Finance (1 st Hour)	Personal Finance (3 rd Hour)	Accounting (4 th Hour)	Information Processing (5 th Hour)	Keyboarding (7 th Hour)	Computer Technology (8 th Hour)
Monday	Discuss Good Life Collages Why is saving important – Chapter 1 PowerPoint; terms basics, interest, simple vs. compound; web search for local bank rates	Discuss Good Life Collages Why is saving important – Chapter 1 PowerPoint; terms basics, interest, simple vs. compound; web search for local bank rates	CVTC Katy Kiley – transcribed credit – go to Charlie’s room 1-2 Application as class review	Extra Credit opportunities Practice timing #1 – Healthy Habits Lesson 6 N and G Lesson 7 Left Shift and Period	Lesson 3 S and L Keyboarding game web sites and Nitrotype	Email attachment – 1 st day file and picture Begin Unit 1 Computer Components, PowerPoint with study guide
Tuesday BLOCK Odd	Table for calculating interest, manual and Excel (page 3); explain compounding interest, demo formula for compounding Page 4 Excel Power of compounding sheet; Compound Interest worksheet; Interest Problems – homework	Table for calculating interest, manual and Excel (page 3); explain compounding interest, demo formula for compounding Page 4 Excel Power of compounding sheet; Compound Interest worksheet; Interest Problems – homework		Timing #1 Graded (Healthy Habits) Start Word 2016 – Chapter 1 Word Basics – the Word Window, menus, tabs, groups, commands, dialog box, begin Cover Letter #13 U and C #14 W and Right Shift	Technique grade sheet Lesson 4 A and semi colon keys	Video on inside of computer What is a computer, parts of computer Continue Unit 1 – Input vs. output devices, system unit, display
Wednesday BLOCK Even 6th Hour Study Hall			1-3 How Transactions Change Owner’s Equity in the Accounting Equation; Mastery problem as a class		Dictation for review #5 H and G	Plugs and ports Memory/storage devices, software, networks, Internet, e-commerce, virus’s, how to purchase a computer
Thursday	Interest problems due; go through calculations; Future value, present value, discount factor, rule Of 72 – page 7 (2 activities)	Interest problems due; go through calculations; Future value, present value, discount factor, rule Of 72 – page 7 (2 activities)	Ch 1 Study Guide	Finish cover letter; printing envelopes; signing and folding a letter; inserting	#6 Apostrophe and Enter #7 Middle row review	Begin Computer Ad Assignment- shopping for a computer
Friday Homecoming – 30 minute classes	Savings in the real world; independent practice page 8	Savings in the real world; independent practice page 8	CH 1 Kahoot review game	#15 B and Y	#8 U and R	Finish Ad assignment