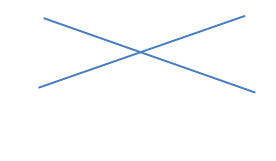
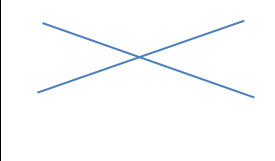
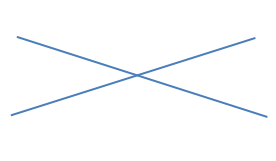
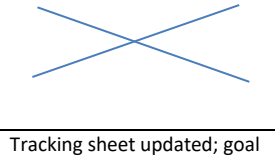


Deb Shew – Business Education

Lesson Plans – Week 32 April 16 – April 20, 2018

	Personal Finance (2 nd Hour)	Accounting (4 th Hour)	Information Processing (5 th Hour)	Intro to Business (6 th Hour)	Keyboarding (7 th Hour)	Computer Technology (8 th Hour)
Monday 1st Hour Study Hall	Checkbook Reconciliation	13-4 paying withholding and payroll taxes	Vertical alignment Per Diem file, email files (numbered list) Project 4-1 and project 4-2	Effective Marketing Target Marketing	#18 Z Key Dictation review	Microsoft Publisher: demo screens, templates, etc All About Fall Creek Textboxes, fill colors, line colors, text effects
Tuesday Block Odd Capstone 3:15			Timing #11 Healthy Habits (2 min) Kahoot review game; Ch 4 Open Book Quiz Begin Ch 5 Managing text flow; orientation, size, page breaks, section breaks		#19 Learn N and B	Working with pictures and styles
Wednesday Block Even	Reconciliation problem on own; begin Earning Power – paychecks, taxes, benefits	Begin Part 1 Review for Final Exam Accounting for a Merchandising Business – journalizing purchases, sales, returns, inventory		The 4 P's Of Marketing – Marketing Mix Marketing Functions Marketing Is....Is Not Name that Function	Practice timing #3 Art Words – Set goal #20 Review Bottom Row	background colors, shapes, layering, Word Art
Thursday 1st Hour Study Hall	Reading check stubs; hourly vs salaried with benefits; Google benefit vide	Go through review problem	Tracking sheet updated; goal for #12 Pagination, widow, orphan, columns, text boxes	Pricing; setting prices, markups, markdowns	Timing #3 graded Art Words #21 Review All Keys	Finish Fall Creek poster; go through grading rubric, printing, email file
Friday 1st Hour Study Hall SUB - Ludwigson	Paycheck review packet	Final Exam Part 1	Open Book Quiz Ch 5; project 5-1 Newsletter and 5-2 Brochure	Pricing worksheet	The ABC's Word Patterns The 50 Most Common Words	Publisher locker sign