





Deb Shew – Business Education

Lesson Plans – Week 11 November 12 – November 16, 2018

	Accounting (1st Hour)	Information Processing (3rd Hour)	Intro to Business (5th Hour)	Personal Finance (6th Hour)	Keyboarding (7th Hour)	Computer Technology (8th Hour)
Monday	Finish Ch 5 Test Start Ch 6 Worksheets – Trial Balance	Tracking sheet and goal Finish Ch 4 Open Book Quiz And Ch 4 Performance Assessment; email all ch 4 files Intro chapter 5 working with tabs 5.1 Tab Basics	Begin Teen Entrepreneur Download documents for business plan off student companion website What is an Entrepreneur PowerPoint Game – Guess the person	Permission slips due for RLA Dress code and other reminders Google video on employee benefits; begin comparing employee benefits	Tracking sheet/goal Finish A-Z Review sentences Printing Begin Thanksgiving Bullets in Word – begin list	Finish “We Are Fall Creek” poster – autosshapes and layering (Tristen demo photoshop) Email files Grading Rubric
Tuesday	6-2 Planning for adjustments And extending up to date balances; determining net income/loss (6-3 and 6-4)	Timing #10 Evolution of Mobile Devices 5.2 Converting text to tables 5.3 Custom tabs	Researching a Teen Based Business – Occupational Outlook Handbook Project 1 Worksheet Project 1 Quiz (?) Trademark and Copyright Plan		Formatting font, bullets and backgrounds	Finish Free Choice/locker sign Grading Rubric
Wednesday 2nd Hour Study Hall				Benefits assignment in class Begin Tax Returns; W-2's and how to fill out a 1040 EZ RLA reminders	Timing #8 Graded Zoo Animals Working with pictures and picture styles	AutoShape Faces
Thursday	Working with Excel to complete a Worksheet – formulas – Mastery problem	Tracking sheet updated; goal for timing #11 (2 mins. Healthy) 5.4 Converting table to text 5.5 Changing tab alignments	Conducting Legal Research	REAL LIFE ACADEMY	Tracking and goal for #9 Being Cyber Safe Begin Alphabet Soup – A-Z phrases	Finish Faces
Friday	Finish Excel file for mastery	5.6 Reinforcement Performance Assessment and open book quiz	Choosing Your Teen Based Business – due Monday 3-Ring Binder	Survey Monkey on RLA Discussion and written essay – due Monday (Bring TREATS)	Finish a-z and begin formatting document	Begin Career Exploration on Career Cruising Assign Interview on Career Exploration and Technology for Thanksgiving break