





Deb Shew – Business Education

Lesson Plans – Week 17 January 7 – January 11, 2019

	Accounting (1 st Hour)	Information Processing (3 rd Hour)	Intro to Business (5 th Hour)	Personal Finance (6 th Hour)	Keyboarding (7 th Hour)	Computer Technology (8 th Hour)
Monday	Continue Nothin but Net Simulation – Journalizing page 2 and posting entries – page 2 proof and audit test	Finish 8.5 Visual Resume 8.6 Inserting online video 8.7 Inserting a Screenshot	Final presentations 1. Becky 2. Zach 3. Andrew	Shopping for a Credit Card	Learn N and B Learn Z	Begin Microsoft Publisher Unit – demo textboxes – We Are Fall Creek poster
Tuesday	Journalizing page 3 and posting – page 3 proof Begin the Worksheet, trial balance, adjustments	Timing #16 Social Media today 8.8 Enhancing pictures 8.9 Working with compatibility issues	Final presentations 1. Megan 2. Tess F 3. Rachel S 4. Tessa W 5. Haylee		Practice timing #3 – set goal on bottom row words Review bottom row Review all keys learned	Working with effects in text boxes Background colors
Wednesday 2nd Hour Study Hall Leroy Butler presentation				Randy Greenman from Unity Bank – guest speaker on Credit Finish shopping for a credit card	Timing #3 on bottom row words Practice quiz #2 Right hand caps on middle row	Working with pictures and picture styles and effects
Thursday	Finish worksheet – extending balances and calculating net income/loss	Tracking sheet updated; goal for #17 All about Pizza 9.1 working with templates – award certificate Begin Certification review activities	Final presentations 1. Sara H 2. Logan 3. Trinity	Installment loans Single payment credit Student loans Mortgages 70/20/10 rule Finish study guide and PowerPoint on own	Tracking sheet updated Quiz #2 graded Left hand caps on middle row	Auto Shapes and layering of objects
Friday	Preparing a balance sheet and income statement	Certification review activities	Final presentations 1. Abby 2. Sawyer 3. Samantha	Car buying calculations	Right hand caps on top row	Locker poster assignment