





Deb Shew – Business Education

Lesson Plans – Week 7 October 15 – October 19, 2018

| | 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) |
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| Monday Parent/Teacher Conferences | Ch 3 Study Guide Due Jeopardy Review Game Finding errors | Chapter 3 Formatting Paragraphs and editing text 3.1 Spirit Team Promo – line spacing 3.2 Homecoming Invitation Alignment, formatting paragraphs and editing text | Finish How Stuff Works – legal structures of business | Investing quiz; security deposit Career Cruising due Real Life Academy – Career Reporting Form – Career Cruising for information | Tracking sheet updated; goal for Art Words Right hand capitals on middle row | Finish Guess my State PowerPoint game Introduce All About Me PowerPoint Set up slide titles |
| Tuesday | Ch 3 Test | Timing #6 Graded Social Media Today 3.3 There's an App for that Indents and paragraph spacing 3.4 I'm so bored – creating lists | Franchises, cooperatives, non profit Franchise search |  | Left hand capitals on middle row | Background design; entering bullets of information |
| Wednesday 2nd Hour Study Hall |  |  |  | Deposit slips; keeping track of a checking account Check register and checks Balancing Your Checking Account | Timing #4 graded on Art Words Right hand capitals on top row | Inserting and downloading pictures – email picture to self |
| Thursday | Go through Ch 3 Test Intro Ch 4 Creating a Chart of Accounts and opening an account form 4-1 WT | Tracking sheet updated; goal for timing #7 3.5 A-Z Guide for School Success – backgrounds, shading, sorting text | Managing a successful business – 5 main activities and examples | Bank reconciliation problem | Tracking sheet updated; goal for Words in Sports Left hand capitals on top row | Entering notes into the notes pane |
| Friday SUB – Personal Finance Conference | 4-1 OYO and 4-1 Application Ch 3 and 4 Crossword Puzzle | 3.6 Letter to incoming freshman – using find and replace 3.7 Something like that - proofreading | Read 2.3 Effective Marketing Ch 2 Review page 50-52 #1- 23 – due Monday | Bank reconciliation quiz | Right hand capitals on bottom row | Working on transitions and animations |