Date 10/19-10/23	Standards	Learning Target(s)	Activating Strategy	Agenda	Closing Strategy	Due Dates/ Assignments
Monday	I. 6 a.i. I. 6 a. vi. I. 6 b J. 9 d	I can: ● Create an Excel table ● Format and Excel table ● Sort and filter an excel table ● Change a table's name Convert a table to a range	1. Words to know vocabulary	2. The teacher will explain how to use excel tables. 3. The students will demonstrate understanding by defining the words to know in lesson 12 and completing the practice/apply assignments.	4. Level of understanding poll	None
Tuesday	I. 6 a.i. I. 6 a.ii. I. 6 a. vi. I. 6 b I. 6 f J. 9 d	I can: ● Use the NOW function to display a system date Use named ranges	1. Words to know vocabulary	2. The teacher will explain how to work with the NOW function and named ranges. 3. The students will demonstrate understanding by defining the words to know in lesson 13 and completing the practice assignments.	4. Level of understanding poll	
Wednesday	I. 6 a.i. I. 6 a. vi.	I can: ● Use basic functions ● Insert a function ● Show formulas ● Use AutoCalculate Insert subtotals	1. Words to know vocabulary	2. The teacher will explain how to get started with functions. 3. The students will demonstrate understanding by defining the words to know in lesson 11 and completing the practice/apply assignments.	4. Level of understanding poll	None
Thursday	I. 6 a.i. I. 6 a. vi. I. 6 b J. 9 d	I can: ● Create an Excel table ● Format and Excel table ● Sort and filter an excel table ● Change a table's name Convert a table to a range	1. Words to know vocabulary	2. The teacher will explain how to use excel tables. 3. The students will demonstrate understanding by defining the words to know in lesson 12 and completing the practice/apply assignments.	4. Level of understanding poll	None

Friday	I. 6 a.i. I. 6 a.ii. I. 6 a. vi. I. 6 b I. 6 f J. 9 d	I can: ● Use the NOW function to display a system date Use named ranges	1. Words to know vocabulary	2. The teacher will explain how to work with the NOW function and named ranges. 3. The students will demonstrate understanding by defining the words to know in lesson 13 and completing the practice/apply assignments.	4. Level of understanding poll	None