

Date 4/20-4/24	Standards	Learning Target(s)	Activating Strategy	Agenda	Closing Strategy	Due Dates/ Assignments
Monday	G. 4 I. 6 a.i. I. 6 a.ii. I. 6 a.iv. I. 6 a. vi. I. 6 b I. 6 f I. 6 k I. 7 J. 9 d	<ul style="list-style-type: none"> ● Insert, delete, copy, move, and rename worksheets ● Change the color of a worksheet tab ● Hide sheets ● Group worksheets for editing and formatting ● Update a summary worksheet 	1. Words to know vocabulary	2. The teacher will explain how to manage worksheets and perform multi-worksheet operations. 3. The students will demonstrate understanding by defining the words to know in lesson 19 and completing the practice assignments.	4. Level of understanding poll	
Tuesday	G. 4 I. 6 a.i. I. 6 a.ii. I. 6 a.iv. I. 6 a. vi. I. 6 b I. 6 f I. 6 k I. 7 J. 9 d	<ul style="list-style-type: none"> ● Print a selection ● Print all the worksheets in a workbook ● Insert page breaks ● Use page break preview ● Set the print area ● Repeat row and column labels ● Select other sheet tab options 	1. Words to know vocabulary	2. The teacher will explain how to modify print options. 3. The students will demonstrate understanding by defining the words to know in lesson 20 and completing the practice/apply assignments.	4. Level of understanding poll	
Wednesday	G. 4 I. 6 a.i. I. 6 a.ii. I. 6 a.iv. I. 6 a. vi. I. 6 b I. 6 f I. 6 k I. 7 J. 9 d	<ul style="list-style-type: none"> ● Demonstrate understanding of the skills learned in Microsoft Excel: Chapter 2 ● Makeup assignments from Microsoft Excel: Chapter 2 	1. Bell Ringer	2. The teacher will assess the students level of understanding with a review activity. 3. The students will demonstrate understanding by answering the questions of the review correctly.	4. Level of understanding poll	Test THURSDAY
Thursday	G. 4 I. 6 a.i.	<ul style="list-style-type: none"> ● Demonstrate understanding of the skills learned in 	1. Bell Ringer	2. The teacher will assess the students'	4. Review	None

	<p>I. 6 a.ii. I. 6 a.iv. I. 6 a. vi. I. 6 b I. 6 f I. 6 k I. 7 J. 9 d</p>	<p>Microsoft Excel: Chapter 2 by passing the test.</p>		<p>level of understanding with a test. 3. The students will demonstrate understanding of the tools and skills learned by passing the test.</p>		
Friday	G. 1	<ul style="list-style-type: none"> Utilize the skills learned in Microsoft Excel to finish the Spring Pixel Art assignment 	1. Bell Ringer	<p>2. The teacher will explain how to set up the template in Excel to create the Spring Pixel Art. 3. The students will demonstrate understanding by following the instructions to create the images.</p>	4. Review	None