WEEKLY LESSON PLAN BHS

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| TEACHER/COURSE: Cromeans/BIM | WEEK OF: September 9-13 |

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|  | OBJECTIVES/TEKS | LESSON ACTIVITIES (brief summary of how lesson will be delivered) | HOW WILL YOU KNOW IF THEY LEARNED THE MATERIAL |
| MON | TEKS: 1A-F,6A-IOBJECTIVE: Implement personal and interpersonal skills to strengthen individual performance in the workplace and in society and make a successful transition to post -secondary education and the workplace | * Complete a Reference letter for yourself based on your strengths.
 | Students will be able to create a reference letter within Microsoft Word. |
| TUES | TEKS: 5A-C,11A-DOBJECTIVE: Use of spreadsheet technology to formulate and produce solutions to a variety of business problems | * Formulate and produce solutions to Profit/Loss Spreadsheet #1
* Planning Report: MAX, MIN, AVERAGE, SUM functions
* Advantages of using functions
 | Students will be working on and completing Profit Planning Report |
| WED | TEKS: 5A-C,11A-DOBJECTIVE: Use of spreadsheet technology to formulate and produce solutions to a variety of business problems | * Work on creating Profit Spreadsheet
 | Students will be working on and completing Profit Spreadsheet |
| THUR | TEKS: 5A-C,11A-DOBJECTIVE: Use of spreadsheet technology to formulate and produce solutions to a variety of business problems | * Complete Profit Spreadsheet
* Review grade sheet and correct spreadsheet if needed
 | Students will be working on and completing Profit Spreadsheet |
| FRI | TEKS: 1A-F,6A-IOBJECTIVE: Demonstrate professional employability skills as required by business and industry. | * Practice typing speed and accuracy through various computer applications.
* Practice keyboarding skills
 | Students will be able to type with proficiency. |