WEEKLY LESSON PLAN BHS

| TEACHER/COURSE: Cromeans/BIM 2 | WEEK OF: August 18-22 |
| --- | --- |

|  | OBJECTIVES/TEKS | LESSON ACTIVITIES (brief summary of how lesson will be delivered) | HOW WILL YOU KNOW IF THEY LEARNED THE MATERIAL |
| --- | --- | --- | --- |
| MON | TEKS: B1, C10  OBJECTIVE: 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 | * Work on Employability Skills Project   + Create Flipbook, QR Code and Work on Flyer | Students will be able to turn PPT into Flipsnack, create a QR code and use Word to create a flyer. |
| TUES | TEKS: 1A-F,3A-G,5A-G  OBJECTIVE: 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 | * Work on Employability Skills Project   + Finish Flyer | Students will be able to create flyer using Microsoft Word. |
| WED | TEKS: 1A-F,7A-B  OBJECTIVE: Review knowledge of spreadsheet technology to formulate and produce solutions to a variety of business problems | * Complete [Office Skills Review Part 1](https://drive.google.com/file/d/1slCUBx4wRzjkaJFZbXA355edp4xF9WRh/view?usp=drive_link) | Students will be able to apply Microsoft Skills learned from the previous year. |
| THUR | EKS: 1A-F,3A-G,5A-G  OBJECTIVE: 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 [Office Skills Review Part 2](https://drive.google.com/file/d/1GkWsphw_oRLzQNH53hGaqJ1GXjdZi9gv/view?usp=drive_link) | Students will be able to apply Microsoft Skills learned from the previous year. |
| FRI | TEKS: 1A-F,3A-G,5A-G  OBJECTIVE: 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 | * Begin Discussion Email Etiquette * Practice proper Email Etiquette through group activity | Can correct errors in example emails with an appropriate explanation/revision. |