**Lesson Plans for Mr. Mlinar**

**Week of April 21 - 25**

**Week 35**

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| **Personal Finance – 1st** | |  | **Computer Apps – 2nd** |
| **Monday** | **Objective:** |  | **Objective:** |
| **Bell Ringer:** |  | **Bell Ringer:** |
| **Activities/Assignments**   * NO SCHOOL – Easter Break | **Activities/Assignments**   * NO SCHOOL – Easter Break |
| **Tuesday** | **Objective:** Borrowing |  | **Objective:** |
| **Bell Ringer:** |  | **Bell Ringer:** |
| **Activities/Assignments**   * Omaha Nation – APL * Module 2 Borrowing – Page 23-33 * (See below) | **Activities/Assignments**   * Omaha Nation – APL * (See below) |
| **Wednesday** | **Objective:** Borrowing |  | **Objective:** HTML |
| **Bell Ringer:** |  | **Bell Ringer:** |
| **Activities/Assignments**   * Module 2 Borrowing – Page 31-39 * \*\*Students hand in Module 2 activities\*\* * ASSIGNMENT – Module 2 Assessment (Due Thursday) | **Activities/Assignments**   * HS Track * Work on HTML website |
| **Thursday** | **Objective:** Earning Power |  | **Objective:** HTML |
| **Bell Ringer:** |  | **Bell Ringer:** |
| **Activities/Assignments**   * NESA Testing | **Activities/Assignments**   * Work on HTML website |
| **Friday** | **Objective:** Earning Power |  | **Objective:** HTML |
| **Bell Ringer:** |  | **Bell Ringer:** |
| **Activities/Assignments**   * Module 3 – Earning Power – Pages 3-8 * Activities 3.1, 3.2, 3.3 * <http://www.careertest.net/> * Take 68 question test to help find a career that might suit personality | **Activities/Assignments**   * Work on HTML website * Web site DUE today * Email website to teacher |

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| **Accounting I – 4th** | |  | **Intro to Business – 5th** |
| **Monday** | **Objective:** |  | **Objective:** |
| **Bell Ringer:** |  | **Bell Ringer:** |
| **Activities/Assignments**   * NO SCHOOL – Easter Break | **Activities/Assignments**   * NO SCHOOL – Easter Break |
| **Tuesday** | **Objective:** Planning and Recording a Merchandise Inventory Adjustment |  | **Objective:** Human Resources Management |
| **Bell Ringer:** |  | **Bell Ringer:** |
| **Activities/Assignments**   * SUB * Discuss 14-3 * Work Together 14-3 * On Your Own 14-3 * Application 14-3 | **Activities/Assignments**   * SUB * Students read sections 15.1 and 15.2 * ASSIGNMENT – Chapter 15 Vocab; Page 260 1-3; Page 265 1-3 (Due Wednesday) |
| **Wednesday** | **Objective:** Planning and Recording a Merchandise Inventory Adjustment |  | **Objective:** Human Resources Management |
| **Bell Ringer:** |  | **Bell Ringer:** |
| **Activities/Assignments**   * Discuss 14-3 * Work Together 14-3 * On Your Own 14-3 * Application 14-3 | **Activities/Assignments**   * Notes over sections 15.1 and 15.2 * ASSIGNMENT – Page 266 2-13 (Due Thursday) |
| **Thursday** | **Objective:** Planning/Recording an Allowance for Uncollectable Accounts Adjustment |  | **Objective:** Human Resources |
| **Bell Ringer:** |  | **Bell Ringer:** |
| **Activities/Assignments**   * Discuss 14-4 * Work Together 14-4 * On Your Own 14-4 * Application 14-4 | **Activities/Assignments**   * Talk about employee benefits and deductions * Compensation * ASSIGNMENT - Benefits worksheet (Due Friday) |
| **Friday** | **Objective:** |  | **Objective:** |
| **Bell Ringer:** |  | **Bell Ringer:** |
| **Activities/Assignments**   * NO Class - District Music | **Activities/Assignments**   * Section 16.1 Notes * ASSIGNMENT – Chapter 16 Vocab; Page 276 1-3; Page 281 1-3 (Due Monday) * Austin Dohmen – From Mr. Newcomb’s room |

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| **Keyboarding – 6th** |
| **Objective:** |
| **Bell Ringer:** |
| **Activities/Assignments**   * NO SCHOOL – Easter Break |
| **Objective:** |
| **Bell Ringer:** |
| **Activities/Assignments**   * NO Class – Junior High Track * Kaden, Tyler, Mateo – Go to Mr. Newcomb’s room |
| **Objective:** |
| **Bell Ringer:** |
| **Activities/Assignments** |
| **Objective:** |
| **Bell Ringer:** |
| **Activities/Assignments**   * Go over parts of the business letter * QUIZ over business letter * ASSIGNMENT – Create your own business letter from beginning. |
| **Objective:** |
| **Bell Ringer:** |
| **Activities/Assignments** |

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| Open and save a document. |
| Open new and previously saved files. |
| Open files from and save files to a network folder, the hard drive, or other storage media. |
| Use save as and save command. |
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| Input and format text within a document at the keyboard. |
| Key text from monitor/screen or copy (e.g. textbook, printed materials). |
| Insert and delete text. |
| Drag and drop, cut, copy, and paste text. |
| Change font type, size, style, and color. |
| Set text alignment. |
| Change page setup options (e.g., margins, alignment, orientation). |
| Set line spacing. |
| Practice hard return, word wrap, and page break. |
| Utilize undo and redo. |
| Compose original documents at the keyboard using correct sentence and paragraph structure. |
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| Proofread and edit a document. |
| Use the spelling and grammar check. |
| Use proofreader's marks to edit a document. |
| Use the select feature to make editing changes. |
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| Use word processing applications to create different types of documents. |
| Key a short report (e.g., single page, multi-paragraph, multi-page). |
| Key a personal business letter. |
| Key a business letter. |
| Insert table and text into table (e.g., class schedule). |

Personal Finance – Page 23 - 33

Module 2 – Borrowing – Pages 23-33

* Bell Ringer
  + Calculate the following situations using the simple interest formula.
  + File is on the DESKTOP
  + Go over answers in class
* Instructional Objectives
  + Write the following on the board
  + You will be able to:
    - Identify the five Cs of credit.
    - Explain the purpose of a cosigner.
    - Describe the reason for credit reports and scores.
    - Understand the six elements needed to make a contract binding.
* Check for Understanding
  + After discussing each objective, ask students questions to ensure they learned the material.
  + Wait 3-5 seconds before students are to answer so that they can think.
  + Perform activity 2.8
* Closure
  + Review what was learned in class
  + Give homework assignment.
    - Walk around room to make sure they are working

Computer Apps

HTML

* Bell Ringer
  + On a blank piece of paper, write the basic skeleton for an HTML website.
* Instructional objectives
  + You will be able to:
    - Sharpen your HTML web development skills
* Check for Understanding
  + Walk around the classroom
* Closing
  + Answer any questions