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| **Legacy Traditional School Lesson Plan**Teacher: Greene /Grade: **JH Computers 1** /Dates: 4.1.13 – 4.5.13Note: Lesson plans refer to the *Dept. of Ed 2009 Educational Technology Standard*  |
| **Date** | **Subject** | **Standard/Skill** | **Objective** | **Material** | **Activity** | **Assessment** | **Homework** |
| **4.1.13****Mon** | Computers**Lesson 52** | **ET07-08-S6C2-01****ET07-08-S6C2-03*****EXCEL***  | **7 -** Students will demonstrate speed and accuracy w/data entry tools with 80% accuracy and 25/30 wpm.**Students will demonstrate application of technology operations and concepts by selecting Microsoft Excel and changing between active cells using the keyboard.** | ***Mavis Beacon******Learning Microsoft Office 2007 Deluxe*** | **Bell Work:**Mavis Beacon Lesson Area (15min)Cover hands when typing**Direct Instruction:****Excel:** Ex. 1 Cover Concepts pg. 358-361 | **01** Students will type with 80% accuracy in Mavis Beacon typing tutor.**03** Students will selectMicrosoft Excel and **change between active cells using the keyboard., mouse,, and Ctrl+G, and the Name box.****2. Scroll using the mouse****3. Change to a different worksheet****4. Display or hide screen elements****5. Change the view****6. Set Zoom Percentages****7. Zoom with zoom slider****8. Zoom with the mouse****9. Exit Excel**  | Students will be responsible for following technology guidelines in their individual classrooms |
| **4.2.13****Tues** | Computers**Lesson 53** | **ET07-08- S6C2-01****ET07- 08-S6C2-03*****EXCEL***  | **01-** Students will demonstrate speed and accuracy w/data entry tools with 80% accuracy and 25/30 wpm.**Students will demonstrate application of technology operations and concepts by selecting Microsoft Excel and creating a new, blank workbook.****Students will demonstrate analysis of technology applications and concepts by selecting Microsoft Excel and comparing 2 workbooks side by side.** | ***Mavis Beacon******Learning Microsoft Office 2007 Deluxe******Pizza Shop Supplies exercise doc*** | **Bell Work:**Mavis Beacon Lesson Area (10min)Cover hands when typing**Direct Instruction:**Excel: Ex. 2 Cover concepts in pg. 365-369Begin PIZZA SHOP SUPPLIES exercise save it as **PIZZA SHOP SUPPLIES\_XX** in their folder. | **PO1** Students will type with 80% accuracy in Mavis Beacon typing tutor.P03Students will select Microsoft Excel and create a new workbook and  | Students will be responsible for following technology guidelines in their individual classrooms, library, and computer area. |
| **4.3.13****Wed** | Computers**Lesson 54** | **ET07-08-S6C2-01****ET07- 08-S6C2-03*****EXCEL***  | **01-** Students will demonstrate speed and accuracy w/data entry tools with 80% accuracy and 25/30 wpm.**03 Students will demonstrate application of technology operations and concepts by selecting PIZZA SHOP SUPPLIES\_XX and formatting cells with****an addition formula.** | ***Mavis Beacon******Learning Microsoft Office 2007 Deluxe******PIZZA SHOP SUPPLIES –***  | **Bell Work:**Mavis Beacon Lesson Area (10min)Cover hands when typing**Excel:** Finish Pizza Shop Suppliesexercise | **PO1** Students will type with 80% accuracy in Mavis Beacon typing tutor.**03** Students will open PIZZA SHOP SUPPLIES\_XX and format cells with addition formula. | Students will be responsible for following technology guidelines in their individual classrooms, library, and computer area. |
| **4.4.13****Thurs** | Computers**Lesson 55** | **ET07-08-S6C2-01****ET07-08-S6C2-03*****EXCEL*** | **01-** Students will demonstrate speed and accuracy w/data entry tools with 80% accuracy and 25/30 wpm.**03 Students will demonstrate application of technology operations and concepts by selecting Microsoft Excel and creating a new workbook.** | ***Mavis Beacon******Learning Microsoft Office 2007 Deluxe*****Expenses exercise doc** | **Bell Work:**Mavis Beacon Lesson Area (10min)Cover hands when typing**Direct Instruction:****Excel:** Ex. 3 Cover Concepts pg. 372-376.Begin EXPENSES exercisesave it as: **EXPENSES\_XX** in their folder | **PO1** Students will type with 80% accuracy in Mavis Beacon typing tutor.PO3 Students will select Microsoft Excel and create a new workbook and save it as: **EXPENSES\_XX** in their folder | Students will be responsible for following technology guidelines in their individual classrooms, library, and computer area. |
| **4.5.13****Fri** | Computers**Lesson 0** | **Mustang PRIDE DAY! – No JH Classes**TEACHER IN-SERVICE – CURRICULUM MAPMARICOPA @ 1:00PM |