

<p>Week 3 Part 1 begins Monday, Feb. 16.</p>	<p>6. SAM WORD Training (Required)</p> <p>7. SAM WORD Project (Required)</p> <p>8. HONORS STUDENTS ONLY: SAM WORD Capstone Project (Required)</p> <p>9. Turn in folder</p> <p>10. FYI</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<p>-All files created in Module 3 should be saved into the Word Module 3 folder.</p> <p>-Close all files in Module 3 folder. Close the Word folder.</p> <p>-Make sure your Word folder is labeled correctly.</p> <p>-SAM Training - WORD Module 3– Read & follow instructions in SAM.</p> <p>-SAM Project – WORD Module 3 – Save in Module 3 folder.</p> <p>NOTE: Capstone Projects are for Honors Students Only.</p> <p>-SAM WORD Capstone Project. This project covers what you learned in Module 1-3. Save in Module 3 folder.</p> <p>-This is a challenging project so you have a full week to complete it.</p> <p>-Save all project files in Word Module 3 folder.</p> <p>-Turn in folders EVERY WEEK in my shared Google Drive “Drag Folders Here”. Something is better than nothing.</p> <p>-Keyboard Shortcuts for Windows 10 - Try using some of the shortcuts as you work.</p>	<p><input type="checkbox"/> SAM Training & Project due by Thursday, Feb. 19, 11:59pm.</p> <p><input type="checkbox"/> SAM Word Capstone Project is due by Monday, Feb. 23, 11:59pm.</p> <p><input type="checkbox"/> Drag Word folder into Google Drive “Drag Folders Here” folder by Thursday, Feb. 19, 11:59pm.</p>
<p>Week 3 Part 1 begins Monday, Feb. 16.</p>	<p>11. Blog and email</p>	<input type="checkbox"/> <input type="checkbox"/>	<p>-Check class blog several times a week. Ask questions, read answers/comments on the blog.</p> <p>-Check personal email several times a week.</p>	