

<p>Week 3 Part 2 begins Thursday, Feb. 19.</p>	<p>7. SAM Excel Trainings (required)</p> <p>8. SAM Excel Projects (required)</p> <p>9. Calculate your grade</p> <p>10. Turn in folders</p>	<ul style="list-style-type: none"> <input type="checkbox"/> -Save Module 1 project in Excel Module 1 folder. <input type="checkbox"/> -Save Module 2 project in Module 2 folder. <input type="checkbox"/> -Upload completed project into SAM for grading. <input type="checkbox"/> -Look at grading report and fix original project file. <input type="checkbox"/> -Then reupload for grading again. <input type="checkbox"/> -SAM Trainings for Excel Module 1 and Module 2 – Read & follow instructions in SAM. Save time, just do ‘Apply’. <input type="checkbox"/> -SAM Excel Module 1 and Module 2 Projects – Read & follow instructions in SAM to download project instruction files and project start files. <input type="checkbox"/> -Upload start files back into SAM for grading. <input type="checkbox"/> -Save SAM Excel Module 1 project file in Excel Module 1 folder. <input type="checkbox"/> -Save SAM Excel Module 2 project file in Excel Module 2 folder. <input type="checkbox"/> -You are allowed 5 tries on projects so if your score is low, you may fix the problem(s) and re-upload for better scores. <input type="checkbox"/> -<u>Calculate your grade for CIS 100.</u> <input type="checkbox"/> -<u>HONORS STUDENTS: Calculate your grade for CIS 100H.</u> <input type="checkbox"/> -Turn in folders EVERY WEEK in my shared Google Drive “Drag Folders Here”. Something is better than nothing. 	<p>Cont’d next page...</p> <p><input type="checkbox"/> SAM Trainings due by Monday, Feb. 23, 11:59pm.</p> <p><input type="checkbox"/> SAM Projects due by Monday, Feb. 23, 11:59pm.</p> <p><input type="checkbox"/> <u>Drag Excel Module 1 and Module 2 folders into Google Drive “Drag Folders Here” folder by Monday, Feb. 23, 11:59pm.</u></p>
	<p>11. Blog and email</p>	<ul style="list-style-type: none"> <input type="checkbox"/> -Check class blog several times a week. Ask questions, read answers/comments on the blog. <input type="checkbox"/> -Check personal email several times a week. 	