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| <p>Week 3 Part 1 begins Monday, February 16.</p> | <p>8. Turn in folder</p> <p>9. DC Chapter</p> <p>10. DC Quiz 3</p> <p>11. Practice Excel Theory exam</p> <p>12. FYI</p> | <ul style="list-style-type: none"> <input type="checkbox"/> -Part 1 https://www.youtube.com/watch?v=x9d0W25dUUU <input type="checkbox"/> -Part 2 begins with some general instruction and begins Manolo part 2 around the 5 minute mark: https://www.youtube.com/watch?v=AoyHFi8n19Q NOTE: The video was recorded by another teacher. Use the textbook instructions to fix errors after your project is graded by SAM. <input type="checkbox"/> -SAM upload window will tell you the expected name for the file, which is different than the text instructions tell you. <input type="checkbox"/> -After file is graded by SAM, look at the graded report. <input type="checkbox"/> -Fix whatever may be wrong. <input type="checkbox"/> -Resubmit in SAM for better score. You have 5 tries on projects. Only highest score counts. <input type="checkbox"/> -Close all files inside the module folder. <input type="checkbox"/> -Close the folder, too. <input type="checkbox"/> -Drag your folder to my shared Google Drive. <input type="checkbox"/> -Use ebook in SAM to read Chapter 3 in DISCOVERING COMPUTERS, "Connecting and Communicating Online: Internet, Websites, Media". <input type="checkbox"/> -Complete the quiz for DC Chapter 3, "Connecting and Communicating Online: Internet, Websites, Media". <input type="checkbox"/> -Use the Practice Excel Theory Exam to prepare for the REAL theory exam, which will be scheduled in a few weeks. Get started on this now so you are prepared when the real theory exam is scheduled. <input type="checkbox"/> -NOTE: Answers for practice exam are in the ebook. If you don't know something, look it up and read about it. 😊 <input type="checkbox"/> -FYI - -Use MS Excel Training Links if you have difficulty with Excel concepts. | <ul style="list-style-type: none"> <input type="checkbox"/> Module 3 folder due by Thursday, Feb. 19, by midnight. Drag Module 3 folder into shared Google Drive <input type="checkbox"/> DC Ch 3 Quiz in SAM due Thursday, Feb. 19, by midnight. <input type="checkbox"/> Prepare for Excel Theory Exam. |
| | <p>13. Blog & email</p> | <ul style="list-style-type: none"> <input type="checkbox"/> -Check Blog and personal email several times a week. | |