**Weekly Lesson:** Mattern **Class:** Creative Publications **Dates:** Week 4 January 27-31

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|  | Monday 1/27 | Tuesday 1/28 | Wednesday 1/29 | Thursday 1/30 | Friday 1/31 |
| **SKS:**  | TSW develop typing skills by using typingweb.com. | TSW develop Word processing skills by creating a business project. | TSW develop Word processing skills by creating a business project. | TSW develop Word processing skills by creating a business project. | TSW develop Word processing skills by creating a business project. |
| **I do:**  | Give directions for typing this week | Model and give examples for each part of the project.  | Model and give examples for each part of the project.  | Model and give examples for each part of the project.  | Model and give examples for each part of the project.  |
| **We do:**  | Login to typingweb | Work on business project | Work on business project | Work on business project | Work on business project |
| **You do:**  | Typing all period | Create business cards | Create a business cards and mail merge letter | Create business cards, and mail merge letter | Create business cards and mail merge letter |
| **Assessment:**  | What is your first memory of a computer?  | What tech do you use in your science class? | Evaluate your learning for business project. | Vocab words | Turn in assignments 4&5 |

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