Name: Bridgette Blake		Grading Quarter: Q4	Week Beginning: May 13
School Year: 2023-2024		Subject: Business 2-3, B100 Introduction to Business NPC – Dual Enrollment	
Monday	Notes:	Objective: Students will apply learning by preparing for the Microsoft Office Certification assessment. Lesson Overview: • Microsoft Office Certification Review	Academic Standards: 1.0 Apply word processing software to produce documents. 2.0 Compose documents for presentations.
Tuesday	Notes:	Objective: Students will apply learning by preparing for the Microsoft Office Certification assessment. Lesson Overview: • Microsoft Office Certification Review	Academic Standards: 1.0 Apply word processing software to produce documents. 2.0 Compose documents for presentations.
Wednesday	Notes:	Objective: Students will apply learning by preparing for the Microsoft Office Certification assessment. Lesson Overview: • Microsoft Office Certification Test	Academic Standards: 1.0 Apply word processing software to produce documents. 2.0 Compose documents for presentations.
Thursday	Notes:	Objective: Students will learn about the need for ethical business practices in the workplace. Lesson Overview: • Business Model Dissection.	Academic Standards: 13.0 Demonstrate knowledge of the need for ethical behavior in the workplace.
Friday	Notes: No School	Objective: Lesson Overview:	Academic Standards: