

Date	Weekday	Unit or Chapter
<b>03/17/2008</b>	<b>Monday</b>	<b>Introduction</b>
	Objectives	<ol style="list-style-type: none"> <li>1. Introduce students to the classroom procedures.</li> <li>2. Build a safe learning environment.</li> </ol>
	Activities	<ol style="list-style-type: none"> <li>1. Record assignment notebook.</li> <li>2. As the students are coming into the classroom, pass out the Welcome! quiz.</li> <li>3. Introduce myself to the class using a PowerPoint presentation.</li> <li>4. Collect Welcome! quiz.</li> <li>5. Have each student introduce themselves.</li> <li>6. First day of school activity.</li> </ol>
	Materials	- Copies of Welcome! quiz
<b>03/18/2008</b>	<b>Tuesday</b>	<b>Introduction</b>
	Objectives	<ol style="list-style-type: none"> <li>1. Familiarize students with the classroom rules and procedures.</li> <li>2. Build a comfortable learning environment.</li> </ol>
	Activities	<ol style="list-style-type: none"> <li>1. Assignment Notebook.</li> <li>2. Finish "What Makes a Successful Classroom?" activity.</li> <li>3. Discuss classroom syllabus.</li> <li>4. Student information sheet.</li> <li>5. Word Search.</li> </ol>
	Materials	<ul style="list-style-type: none"> <li>- Copies of Syllabus</li> <li>- Copies of word search</li> <li>- Copies of student information sheet</li> </ul>
<b>03/19/2008</b>	<b>Wednesday</b>	<b>Home Row</b>
	Objectives	<p>Academic Standards:</p> <ol style="list-style-type: none"> <li>1.1.2</li> <li>1.1.2.1</li> </ol> <p>Objectives:</p> <ol style="list-style-type: none"> <li>1. To learn how to log on, off and save work on the computer.</li> <li>2. To learn control of the home keys.</li> <li>3. To learn control of the space bar and return key.</li> </ol>
	Activities	<ol style="list-style-type: none"> <li>1. Assignment Notebook.</li> <li>2. Collect name assignment.</li> <li>3. Log on and off procedures.</li> <li>4. Computer lab behavior.</li> <li>5. Posture and work station set up.</li> <li>6. Introduce home row keys.</li> <li>7. Dictation.</li> <li>8. Saving, printing and logging off.</li> </ol>
	Materials	<ul style="list-style-type: none"> <li>- Copies of log on and off sheet</li> <li>- Copies of blank fingers worksheet</li> <li>- Copies of reference sheet</li> </ul>
<b>03/20/2008</b>	<b>Thursday</b>	<b>Home Row</b>
	Objectives	<p>Academic Standards:</p> <ol style="list-style-type: none"> <li>1.1.2</li> <li>1.1.2.1</li> <li>1.1.2.2</li> </ol> <p>Objectives:</p> <ol style="list-style-type: none"> <li>1. To become familiar with the arrangement of the keyboard.</li> <li>2. To learn control of the home keys.</li> </ol>

Date	Weekday	Unit or Chapter
		3. To learn control of the space bar and return key. 1. Assignment Notebook. 2. Review typing procedures and home row. 3. Dictation. 4. Practice sheet using the name assignment. 5. Practice filling in blank keyboard.
		Activities Materials - Copies of practice sheet - Copies of blank keyboards
<b>03/31/2008</b>	<b>Monday</b>	<b>H and E</b>
	Objectives	Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 Objectives: 1. To learn the reach technique for H and E. 2. To combine smoothly H and E with home keys.
	Activities	1. Assignment Notebook. 2. Introduce H and E. 3. Label H and E on blank finger worksheet. 4. Dictation exercise. 5. Practice sheets. 6. Mavis Beacon. *Start masking keys today*
	Materials	- Copies of practice sheets
<b>04/01/2008</b>	<b>Tuesday</b>	<b>H and E</b>
	Objectives	Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 Objectives: 1. To learn the reach technique for H and E. 2. To combine smoothly H and E with home keys.
	Activities	1. Assignment Notebook. 2. Introduce H and E. 3. Label H and E on blank finger worksheet. 4. Dictation exercise. 5. The students will work on The Home Key and Space Bar practice exercise, and the Practicing H and E exercise. 6. Mavis Beacon. *Start masking keys today*
	Materials	- Copies of Home Key and Space Bar Worksheet - Copies of the Practicing H and E Worksheet
<b>04/02/2008</b>	<b>Wednesday</b>	<b>I and R</b>
	Objectives	Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4

Date	Weekday	Unit or Chapter
		1.1.2.5 Objectives: 1. To learn the keys of I and R. 2. Type using the correct posture and home row position. 3. Improve the speed and accuracy of typing. 4. Practice the correct reaching techniques.
	Activities	1. Assignment Notebook. 2. Introduce I and R. 3. Label I and R on blank finger worksheet. 4. Dictation. 5. Drill activities. 6. Practice sheets. 7. Mavis Beacon.
	Materials	- Copies of practice sheets
<b>04/03/2008</b>	<b>Thursday</b>	<b>I and R</b>
	Objectives	Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To learn the keys of I and R. 2. Type using the correct posture and home row position. 3. Improve the speed and accuracy of typing. 4. Practice the correct reaching techniques.
	Activities	1. Assignment Notebook. 2. Introduce I and R. 3. Label I and R on blank finger worksheet. 4. Dictation. 5. Drill activities. 6. The students will work on the More Practice with H and E exercise. 7. Mavis Beacon.
	Materials	- Copies of More Practice with H and E
<b>04/04/2008</b>	<b>Friday</b>	<b>Mavis Beacon</b>
	Objectives	Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. Improve the speed and accuracy of typing. 2. Practice the correct reaching techniques.
	Activities	1. Assignment Notebook. 2. Longest words assignment. 3. Mavis Beacon or Typing Games.
	Materials	

Date	Weekday	Unit or Chapter
<b>04/07/2008</b>	<b>Monday</b>	<b>Shift and Period</b>
	Objectives	6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. Increase speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. Integrate left shift and period reaching techniques.
	Activities	1. Assignment notebook. 2. Give Slang Assignment. 3. Introduce Left Shift and Period. 4. Label shift and period. 5. Dictation. 6. Practice sheet. 7. Mavis Beacon.
	Materials	- Copies of practice sheet
<b>04/08/2008</b>	<b>Tuesday</b>	<b>Review Shift and Period</b>
	Objectives	6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. Increase speed and accuracy of typing. 2. Integrate shift and period with previously learned keys. 3. Maintain correct posture and finger position.
	Activities	1. Assignment notebook. 2. Review shift and period. 3. Practice sheet. 4. Mavis Beacon.
	Materials	- Copies of practice exercise
<b>04/09/2008</b>	<b>Wednesday</b>	<b>O and T</b>
	Objectives	Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6 Objectives: 1. To learn the keys of O and T. 2. Type using the correct posture and home row position. 3. Improve the speed and accuracy of typing. 4. Practice the correct reaching techniques.
	Activities	1. Assignment Notebook. 2. Practice blank keyboard quiz.

Date	Weekday	Unit or Chapter
		3. Score quizzes. 4. Review O and T. 5. Practice sheet. 6. Mavis Beacon.  Materials - Copies of practice quiz - Copies of practice sheet
<b>04/09/2008</b>	<b>Wednesday</b>	<b>O and T</b>
	Objectives	Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6 Objectives: 1. To learn the keys of O and T. 2. Type using the correct posture and home row position. 3. Improve the speed and accuracy of typing. 4. Practice the correct reaching techniques.
	Activities	1. Assignment Notebook. 2. Practice blank keyboard quiz. 3. Score quizzes. 4. Review O and T. 5. The students will work on More Practice with O and T. 6. Mavis Beacon.
	Materials	- Copies of practice quiz - Copies of More Practice with O and T
<b>04/10/2008</b>	<b>Thursday</b>	<b>N and G</b>
	Objectives	Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6 Objectives: 1. To integrate smoothly N and G with other keys. 2. Type using the correct posture and home row position. 3. Improve the speed and accuracy of typing. 4. Practice the correct reaching techniques.
	Activities	1. Assignment Notebook. 2. Collect oxymorons assignment. 3. Introduce N and G. 4. Label N and G. 5. Drills. 6. The students will work on Practicing N and G. 7. Mavis Beacon.
	Materials	- Copies of Practicing N and G
<b>04/10/2008</b>	<b>Thursday</b>	<b>U and C</b>

Date	Weekday	Unit or Chapter
		<p>Objectives</p> <p>6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. Increase speed and accuracy of typing. 2. Integrate U and C with previously learned keys. 3. Maintain correct posture and finger position.</p> <p>Activities</p> <p>1. Assignment notebook. 2. Review U and C. 3. Dictation. 4. U and C Drills. 5. Short practice sheet. 6. Mavis Beacon.</p> <p>Materials</p> <p>- Copies of practice sheet</p>
<b>04/11/2008</b>	<b>Friday</b>	<b>Mavis Beacon</b>
		<p>Objectives</p> <p>Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6 Objectives: 1. Improve the speed and accuracy of typing. 2. Practice the correct reaching techniques.</p> <p>Activities</p> <p>1. Assignment Notebook. 2. Folder Check. 3. Typing oxymorons. 4. Mavis Beacon. 5. Typing Games. 6. Collect Mavis Beacon Log.</p> <p>Materials</p> <p>- Copies of oxymorons assignment</p>
<b>04/11/2008</b>	<b>Friday</b>	<b>Mavis Beacon</b>
		<p>Objectives</p> <p>Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6 Objectives: 1. Improve the speed and accuracy of typing. 2. Practice the correct reaching techniques.</p> <p>Activities</p> <p>1. Assignment Notebook. 2. Slang Assignment. 3. Mavis Beacon. 4. Typing Games.</p> <p>Materials</p>

Date	Weekday	Unit or Chapter
04/14/2008	Monday	Right Shift
	Objectives	6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To increase the speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. Integrate right shift and W with other keys already   earned.
	Activities	1. Assignment Notebook. 2. Introduce W and Right Shift. 3. Label on blank finger worksheet. 4. Practice sheet. 5. Mavis Beacon.
	Materials	- Copies of practice sheet
04/14/2008	Monday	Shift and Period
	Objectives	6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. Increase speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. Integrate left shift and period reaching techniques.
	Activities	1. Assignment notebook. 2. Give Slang Assignment. 3. Introduce Left Shift and Period. 4. Label shift and period. 5. Dictation. 6. The students will work on Practicing Left Shift and Period. 7. Mavis Beacon.
	Materials	- Copies of Practicing Left Shift and Period
04/15/2008	Tuesday	Quiz 2
	Objectives	6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To increase speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. Combine B and Y with all keys previously learned and use

Date	Weekday	Unit or Chapter
		the correct reaching techniques.
	Activities	<ol style="list-style-type: none"> <li>1. Assignment notebook.</li> <li>2. Warm up drills.</li> <li>3. Warm up dictation.</li> <li>4. Quiz 2.</li> <li>5. Mavis Beacon.</li> </ol>
	Materials	- Copies of quiz 2
<b>04/15/2008</b>	<b>Tuesday</b>	<b>Review Shift and Period</b>
	Objectives	6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: <ol style="list-style-type: none"> <li>1. Increase speed and accuracy of typing.</li> <li>2. Integrate shift and period with previously learned keys.</li> <li>3. Maintain correct posture and finger position.</li> </ol>
	Activities	<ol style="list-style-type: none"> <li>1. Assignment notebook.</li> <li>2. Review shift and period.</li> <li>3. The students will work on Review sheet 1, and Transcription Exercise 2</li> <li>4. Mavis Beacon.</li> </ol>
	Materials	- Copies of Review Sheet 1 - Copies of Transcription Exercise 2
<b>04/16/2008</b>	<b>Wednesday</b>	<b>P and V</b>
	Objectives	6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: <ol style="list-style-type: none"> <li>1. To increase speed and accuracy of typing.</li> <li>2. Maintain correct hand position and posture.</li> <li>3. Combine P and V with all keys previously learned and use the correct reaching techniques.c</li> </ol>
	Activities	<ol style="list-style-type: none"> <li>1. Assignment notebook.</li> <li>*Collect Jokes Assignment</li> <li>2. Introduce P and V.</li> <li>3. Label on blank finger worksheet.</li> <li>4. Dictation.</li> <li>5. Practice sheet.</li> <li>6. Mavis Beacon.</li> </ol>
	Materials	- Copies of practice sheet
<b>04/16/2008</b>	<b>Wednesday</b>	<b>U and C</b>
	Objectives	6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.3

Date	Weekday	Unit or Chapter
		1.1.2.4 1.1.2.5 Objectives: 1. Increase speed and accuracy of typing. 2. Integrate U and C with previously learned keys. 3. Maintain correct posture and finger position.  Activities 1. Assignment notebook. 2. Collect slang assignment. 3. Blank Keyboard quiz 1. 4. Introduce U and C. 5. Label U and C. 6. Dictation. 7. The students will work on Practicing U and C and Transcription Exercise 3. 8. Mavis Beacon.  Materials - Copies of Practicing U and C - Copies of Transcription Exercise 3. - Copies of blank keyboard quiz 1
<b>04/17/2008</b>	<b>Thursday</b>	<b>B and Y</b>
		Objectives 6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To increase speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. Combine B and Y with all keys previously learned and use the correct reaching techniques.  Activities 1. Assignment notebook. 2. Introduce B and Y. 3. Label B and Y. 4. B and Y Dictations. 5. Practice sheets. 6. Mavis Beacon.  Materials - Copies of practice sheets
<b>04/17/2008</b>	<b>Thursday</b>	<b>U and C</b>
		Objectives 6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. Increase speed and accuracy of typing. 2. Integrate U and C with previously learned keys. 3. Maintain correct posture and finger position.  Activities 1. Assignment notebook. 2. Review U and C. 3. Dictation. 4. U and C Drills.

Date	Weekday	Unit or Chapter
		5. The students will work on Mastering U and C and Transcription Exercise 4. 6. Mavis Beacon.
	Materials	- Copies of Mastering U and C - Copies of Transcription Exercise 4
<b>04/18/2008</b>	<b>Friday</b>	<b>Mavis Beacon</b>
	Objectives	Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6 Objectives: 1. Improve the speed and accuracy of typing. 2. Practice the correct reaching techniques.
	Activities	1. Assignment Notebook. 2. Typing the slang words from the mission. 3. Mavis Beacon. 4. Typing Games.
	Materials	- Copies of the Slang typing assignment
<b>04/18/2008</b>	<b>Friday</b>	<b>Mavis Beacon</b>
	Objectives	Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6 Objectives: 1. Improve the speed and accuracy of typing. 2. Practice the correct reaching techniques.
	Activities	1. Assignment Notebook. 2. Folder Check. 3. Jokes Assignment. 4. Mavis Beacon or Typing Games.
	Materials	
<b>04/21/2008</b>	<b>Monday</b>	<b>Right Shift</b>
	Objectives	6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To increase the speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. Integrate right shift and W with other keys already learned.

Date	Weekday	Unit or Chapter
		<p>Activities</p> <ol style="list-style-type: none"> <li>1. Assignment Notebook.</li> <li>2. Introduce W and Right Shift.</li> <li>3. Label on blank finger worksheet.</li> <li>4. The students will work on practicing W and Right Shift.</li> <li>5. Mavis Beacon.</li> </ol> <p>Materials</p> <ul style="list-style-type: none"> <li>- Copies of Practicing W and Right Shift</li> </ul>
<b>04/22/2008</b>	<b>Tuesday</b>	<b>Q and Comma</b>
		<p>Objectives</p> <p>6th Grade Keyboarding Standards:</p> <ol style="list-style-type: none"> <li>1.1.2</li> <li>1.1.2.1</li> <li>1.1.2.2</li> <li>1.1.2.3</li> <li>1.1.2.4</li> <li>1.1.2.5</li> </ol> <p>Objectives:</p> <ol style="list-style-type: none"> <li>1. To increase speed and accuracy of typing.</li> <li>2. Maintain correct hand position and posture.</li> <li>3. Combine Q and Comma with previously learned keys.</li> </ol> <p>Activities</p> <ol style="list-style-type: none"> <li>1. Assignment notebook.</li> <li>2. Give song lyrics assignment.</li> <li>3. Introduce Q and Comma.</li> <li>4. Label on blank finger worksheet.</li> <li>5. Dictation.</li> <li>6. Practice sheet.</li> <li>7. Mavis Beacon.</li> </ol> <p>Materials</p> <ul style="list-style-type: none"> <li>- Copies of practice sheet</li> </ul>
<b>04/22/2008</b>	<b>Tuesday</b>	<b>W and Right Shift</b>
		<p>Objectives</p> <p>Academic Standards:</p> <ol style="list-style-type: none"> <li>1.1.2</li> <li>1.1.2.1</li> <li>1.1.2.3</li> <li>1.1.2.4</li> <li>1.1.2.5</li> <li>1.1.2.6</li> </ol> <p>Objectives:</p> <ol style="list-style-type: none"> <li>1. To integrate smoothly W and shift with other keys.</li> <li>2. Type using the correct posture and home row position.</li> <li>3. Improve the speed and accuracy of typing.</li> <li>4. Practice the correct reaching techniques.</li> </ol> <p>Activities</p> <ol style="list-style-type: none"> <li>1. Assignment Notebook.</li> <li>2. Review W and Right Shift.</li> <li>3. Dictation.</li> <li>4. Drills.</li> <li>5. The students will work on Review sheet 2 and Transcription Exercise 5.</li> <li>6. Mavis Beacon.</li> </ol> <p>Materials</p> <ul style="list-style-type: none"> <li>- Copies of Review sheet 2</li> <li>- Copies of Transcription Exercise 5</li> </ul>
<b>04/23/2008</b>	<b>Wednesday</b>	<b>Quiz 3</b>
		<p>Objectives</p> <p>6th Grade Keyboarding Standards:</p> <ol style="list-style-type: none"> <li>1.1.2</li> </ol>

Date	Weekday	Unit or Chapter
		1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To increase speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. Combine Q and Comma with previously learned keys.  Activities 1. Assignment notebook. 2. 3 minute drills. 3. Dictation. 4. Quiz 3. 5. Mavis Beacon.  Materials - Copies of Quiz 3
<b>04/23/2008</b>	<b>Wednesday</b>	<b>Review and Quiz</b>
		Objectives 6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2. 1.1.2.4 1.1.2.5 Objectives: 1. To increase the speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. Integrate right shift and W with other keys a ready learned.  Activities 1. Assignment notebook. 2. Review dictation. 3. Warm up drills. 4. Quiz 1. 5. Mavis Beacon.  Materials - Copies of Quiz 1
<b>04/24/2008</b>	<b>Thursday</b>	<b>B and Y</b>
		Objectives 6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To increase speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. Combine B and Y with all keys previously learned and use the correct reaching techniques.  Activities 1. Assignment notebook. 2. Introduce B and Y. 3. Label B and Y. 4. B and Y Dictations.

Date	Weekday	Unit or Chapter
		5. The students will work on Practicing B and Y. 6. Mavis Beacon.
	Materials	- Copies of Practicing B and Y
<b>04/24/2008</b>	<b>Thursday</b>	<b>Z and Colon</b>
	Objectives	6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To increase speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. Combine Z and Colon with previously learned keys.
	Activities	1. Assignment notebook. *Collect song lyrics assignment* 2. Introduce Z and Colon. 3. Label on blank finger worksheet. 4. Drills 5. Dictation. 6. Practice sheet. 7. Mavis Beacon.
	Materials	- Copies of practice sheet
<b>04/25/2008</b>	<b>Friday</b>	<b>Mavis Beacon</b>
	Objectives	Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6 Objectives: 1. Improve the speed and accuracy of typing. 2. Practice the correct reaching techniques.
	Activities	1. Assignment Notebook. 2. Song lyrics assignment. 3. Mavis Beacon or Typing Games. 4. Collect Mavis Beacon Log.
	Materials	
<b>04/25/2008</b>	<b>Friday</b>	<b>Mavis Beacon</b>
	Objectives	6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To increase speed and accuracy of typing. 2. Maintain correct hand position and posture.

Date	Weekday	Unit or Chapter
		<p>Activities</p> <ol style="list-style-type: none"> <li>1. Assignment notebook.</li> <li>2. Mavis Beacon.</li> <li>4. Web games.</li> <li>5. Collect MB Logs.</li> </ol> <p>Materials</p>
<b>04/28/2008</b>	<b>Monday</b>	<b>M and X</b>
		<p>Objectives</p> <p>6th Grade Keyboarding Standards:</p> <ol style="list-style-type: none"> <li>1.1.2</li> <li>1.1.2.1</li> <li>1.1.2.2</li> <li>1.1.2.3</li> <li>1.1.2.4</li> <li>1.1.2.5</li> </ol> <p>Objectives:</p> <ol style="list-style-type: none"> <li>1. To increase speed and accuracy of typing.</li> <li>2. Maintain correct hand position and posture.</li> <li>3. Combine B and Y with all keys previously learned and use the correct reaching techniques.</li> </ol> <p>Activities</p> <ol style="list-style-type: none"> <li>1. Assignment notebook.</li> <li>2. Give jokes assignment.</li> <li>3. Introduce M and X.</li> <li>4. Label on blank finger worksheet.</li> <li>5. Dictation.</li> <li>6. The students will work on Practicing M and X and Transcription Exercise 6.</li> <li>7. Mavis Beacon.</li> </ol> <p>Materials</p> <ul style="list-style-type: none"> <li>- Copies of Jokes assignment</li> <li>- Copies of Practicing M and X</li> <li>- Copies of Transcription Exercise 6</li> </ul>
<b>04/28/2008</b>	<b>Monday</b>	<b>Z and Colon</b>
		<p>Objectives</p> <p>Academic Standards:</p> <ol style="list-style-type: none"> <li>1.1.2</li> <li>1.1.2.1</li> <li>1.1.2.3</li> <li>1.1.2.4</li> <li>1.1.2.5</li> <li>1.1.2.6</li> </ol> <p>Objectives:</p> <ol style="list-style-type: none"> <li>1. To integrate smoothly Z and colon with other keys.</li> <li>2. Type using the correct posture and home row position.</li> <li>3. Improve the speed and accuracy of typing.</li> <li>4. Practice the correct reaching techniques.</li> </ol> <p>Activities</p> <ol style="list-style-type: none"> <li>1. Assignment Notebook.</li> <li>2. Give current events assignment.</li> <li>3. Review Z and Colon.</li> <li>4. Practice sheet.</li> <li>5. Mavis Beacon.</li> </ol> <p>Materials</p> <ul style="list-style-type: none"> <li>- Copies of practice sheet</li> </ul>
<b>04/29/2008</b>	<b>Tuesday</b>	<b>Caps Lock</b>

Date	Weekday	Unit or Chapter
		<p>Objectives</p> <p>6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5</p> <p>Objectives: 1. To increase the speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. Integrate CAPS Lock with other keys already learned.</p> <p>Activities</p> <p>1. Assignment notebook. 2. Introduce caps lock. 3. Label on finger worksheet. 4. Practice sheet. 5. Mavis Beacon.</p> <p>Materials</p> <p>- Copies of practice sheet</p>
<b>04/29/2008</b>	<b>Tuesday</b>	<b>Quiz 2</b>
		<p>Objectives</p> <p>6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5</p> <p>Objectives: 1. To increase speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. Combine B and Y with all keys previously learned and use the correct reaching techniques.</p> <p>Activities</p> <p>1. Assignment notebook. 2. Warm up drills. 3. Warm up dictation. 4. Quiz 2. 5. Mavis Beacon.</p> <p>Materials</p> <p>- Copies of quiz 2</p>
<b>04/30/2008</b>	<b>Wednesday</b>	<b>P and V</b>
		<p>Objectives</p> <p>6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5</p> <p>Objectives: 1. To increase speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. Combine P and V with all keys previously learned and use the correct reaching techniques.c</p>

Date	Weekday	Unit or Chapter
		<p>Activities</p> <ol style="list-style-type: none"> <li>1. Assignment notebook.</li> <li>*Collect Jokes Assignment</li> <li>2. Introduce P and V.</li> <li>3. Label on blank finger worksheet.</li> <li>4. Dictation.</li> <li>5. The students will work on Practicing P and V and Transcription Exercise 7</li> <li>6. Mavis Beacon.</li> </ol> <p>Materials</p> <ul style="list-style-type: none"> <li>- Copies of Practicing P and V</li> <li>- Copies of Transcription Exercise 7</li> </ul>
<b>04/30/2008</b>	<b>Wednesday</b>	<b>Quiz 4</b>
		<p>Objectives</p> <p>6th Grade Keyboarding Standards:</p> <ol style="list-style-type: none"> <li>1.1.2</li> <li>1.1.2.1</li> <li>1.1.2.2</li> <li>1.1.2.3</li> <li>1.1.2.4</li> <li>1.1.2.5</li> </ol> <p>Objectives:</p> <ol style="list-style-type: none"> <li>1. To increase the speed and accuracy of typing.</li> <li>2. Maintain correct hand position and posture.</li> </ol> <p>Activities</p> <ol style="list-style-type: none"> <li>1. Assignment notebook.</li> <li>2. Warm-up drills.</li> <li>3. Dictation.</li> <li>4. Quiz 4</li> <li>5. Mavis Beacon.</li> </ol> <p>*Current Events Assignment Due*</p> <p>Materials</p> <ul style="list-style-type: none"> <li>- Copies of quiz 4</li> </ul>
<b>05/01/2008</b>	<b>Thursday</b>	<b>Review</b>
		<p>Objectives</p> <p>6th Grade Keyboarding Standards:</p> <ol style="list-style-type: none"> <li>1.1.2</li> <li>1.1.2.1</li> <li>1.1.2.2</li> <li>1.1.2.3</li> <li>1.1.2.4</li> <li>1.1.2.5</li> </ol> <p>Objectives:</p> <ol style="list-style-type: none"> <li>1. To increase speed and accuracy of typing.</li> <li>2. Maintain correct hand position and posture.</li> </ol> <p>Activities</p> <ol style="list-style-type: none"> <li>1. Assignment notebook.</li> <li>2. Blank keyboard quiz 2.</li> <li>3. Grade quizzes.</li> <li>4. Drills.</li> <li>5. The students will work on Review sheet 3 and Transcription Exercise 12.</li> <li>6. Mavis Beacon.</li> </ol> <p>Materials</p> <ul style="list-style-type: none"> <li>- Copies of blank keyboard quiz</li> <li>- Copies of Review sheet 3</li> <li>- Copies of Transcription Exercise 12</li> </ul>
<b>05/01/2008</b>	<b>Thursday</b>	<b>Tab Key</b>
		<p>Objectives</p> <p>6th Grade Keyboarding Standards:</p> <ol style="list-style-type: none"> <li>1.1.2</li> </ol>

Date	Weekday	Unit or Chapter
		1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To increase the speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. Integrate tab with other keys already learned.
	Activities	1. Assignment notebook. 2. Introduce tab key. 3. Label on finger worksheet. 4. Practice sheet. 5. Mavis Beacon.
	Materials	- Copies of practice sheet
<b>05/02/2008</b>	<b>Friday</b>	<b>Mavis Beacon</b>
	Objectives	Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6 Objectives: 1. Improve the speed and accuracy of typing. 2. Practice the correct reaching techniques.
	Activities	1. Assignment Notebook. 2. Folder Check. 3. Current events assignment. 4. Mavis Beacon.
	Materials	
<b>05/02/2008</b>	<b>Friday</b>	<b>Mavis Beacon</b>
	Objectives	Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6 Objectives: 1. Improve the speed and accuracy of typing. 2. Practice the correct reaching techniques.
	Activities	1. Assignment Notebook. 2. Folder Check. 3. Jokes Assignment. 4. Mavis Beacon or Typing Games.
	Materials	- Copies of Jokes assignment
<b>05/05/2008</b>	<b>Monday</b>	<b>Letters</b>
	Objectives	6th Grade Keyboarding Standards: 1.1.2

Date	Weekday	Unit or Chapter
		1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To increase the speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. To use computer skills to create a personal and business letter.  Activities 1. Assignment notebook. 2. Introduce business and personal letter assignment. 3. Read sample personal letter. 4. Write a personal letter. 5. Read sample business letter. 6. Write rough draft of business letter.  Materials - Copies of letter packet
<b>05/05/2008</b>	<b>Monday</b>	<b>Q and Comma</b>
		Objectives 6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To increase speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. Combine Q and Comma with previously learned keys.  Activities 1. Assignment notebook. 2. Give song lyrics assignment. 3. Introduce Q and Comma. 4. Label on blank finger worksheet. 5. Dictation. 6. The students will work on Practicing Q and Comma, and Transcription Exercise 8. 7. Mavis Beacon.  Materials - Copies of Transcription Exercise 8 - Copies of Practicing Q and Comma
<b>05/06/2008</b>	<b>Tuesday</b>	<b>Letters</b>
		Objectives 6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To increase the speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. To use computer skills to create a personal and business letter.

Date	Weekday	Unit or Chapter
		<p>Activities</p> <ol style="list-style-type: none"> <li>1. Assignment notebook.</li> <li>2. Type rough drafts.</li> <li>3. Mavis Beacon.</li> </ol> <p>Materials</p> <ul style="list-style-type: none"> <li>- Rough drafts</li> </ul>
<b>05/06/2008</b>	<b>Tuesday</b>	<b>Quiz 3</b>
		<p>Objectives</p> <p>6th Grade Keyboarding Standards:</p> <ol style="list-style-type: none"> <li>1.1.2</li> <li>1.1.2.1</li> <li>1.1.2.2</li> <li>1.1.2.3</li> <li>1.1.2.4</li> <li>1.1.2.5</li> </ol> <p>Objectives:</p> <ol style="list-style-type: none"> <li>1. To increase speed and accuracy of typing.</li> <li>2. Maintain correct hand position and posture.</li> <li>3. Combine Q and Comma with previously learned keys.</li> </ol> <p>Activities</p> <ol style="list-style-type: none"> <li>1. Assignment notebook.</li> <li>2. 3 minute drills.</li> <li>3. Dictation.</li> <li>4. Quiz 3.</li> <li>5. Mavis Beacon.</li> </ol> <p>Materials</p> <ul style="list-style-type: none"> <li>- Copies of Quiz 3</li> </ul>
<b>05/07/2008</b>	<b>Wednesday</b>	<b>Letters</b>
		<p>Objectives</p> <p>6th Grade Keyboarding Standards:</p> <ol style="list-style-type: none"> <li>1.1.2</li> <li>1.1.2.1</li> <li>1.1.2.2</li> <li>1.1.2.3</li> <li>1.1.2.4</li> <li>1.1.2.5</li> </ol> <p>Objectives:</p> <ol style="list-style-type: none"> <li>1. To increase the speed and accuracy of typing.</li> <li>2. Maintain correct hand position and posture.</li> <li>3. To use computer skills to create a personal and business letter.</li> </ol> <p>Activities</p> <ol style="list-style-type: none"> <li>1. Assignment notebook.</li> <li>2. Teacher conferences about rough drafts.</li> <li>3. Peer editing.</li> <li>4. Work on typing final drafts.</li> </ol> <p>Materials</p> <ul style="list-style-type: none"> <li>- Copies of editing checklist</li> </ul>
<b>05/07/2008</b>	<b>Wednesday</b>	<b>Z and Colon</b>
		<p>Objectives</p> <p>6th Grade Keyboarding Standards:</p> <ol style="list-style-type: none"> <li>1.1.2</li> <li>1.1.2.1</li> <li>1.1.2.2</li> <li>1.1.2.3</li> <li>1.1.2.4</li> <li>1.1.2.5</li> </ol> <p>Objectives:</p> <ol style="list-style-type: none"> <li>1. To increase speed and accuracy of typing.</li> </ol>

Date	Weekday	Unit or Chapter
		2. Maintain correct hand position and posture. 3. Combine Z and Colon with previously learned keys.  1. Assignment notebook. *Collect song lyrics assignment* 2. Introduce Z and Colon. 3. Label on blank finger worksheet. 4. Drills 5. Dictation. 6. The students will work on Practicing Z and Colon and Transcription Exercise 11. 7. Mavis Beacon.
		Activities Materials - Copies of Practicing Z and Colon - Copies of Transcription Exercise 11

05/08/2008	Thursday	Letters
		Objectives 6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To increase the speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. To use computer skills to create a personal and business letter.
		Activities 1. Assignment notebook. 2. Finish final drafts. 3. Formatting. 4. Staple all materials together and turn in. 5. Mavis Beacon.
		Materials

05/08/2008	Thursday	Mavis Beacon
		Objectives Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6 Objectives: 1. Improve the speed and accuracy of typing. 2. Practice the correct reaching techniques.
		Activities 1. Assignment Notebook. 2. Song lyrics assignment. 3. Mavis Beacon or Typing Games. 4. Collect Mavis Beacon Log.
		Materials - Each student's song lyrics

05/09/2008	Friday	Mavis Beacon
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Date	Weekday	Unit or Chapter
		<p>Objectives</p> <p>Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6</p> <p>Objectives: 1. Improve the speed and accuracy of typing. 2. Practice the correct reaching techniques.</p> <p>Activities</p> <p>1. Assignment Notebook. 2. Mavis Beacon.</p> <p>Materials</p>
<b>05/09/2008</b>	<b>Friday</b>	<b>Z and Colon</b>
		<p>Objectives</p> <p>Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6</p> <p>Objectives: 1. To integrate smoothly Z and colon with other keys. 2. Type using the correct posture and home row position. 3. Improve the speed and accuracy of typing. 4. Practice the correct reaching techniques.</p> <p>Activities</p> <p>1. Assignment Notebook. 2. Give current events assignment. 3. Review Z and Colon. 4. The students will work on More practice! and Transcription Exercise 9. 5. Mavis Beacon.</p> <p>Materials</p> <p>- Copies of More Practice! - Copies of Transcription Exercise 9</p>
<b>05/12/2008</b>	<b>Monday</b>	<b>Caps Lock</b>
		<p>Objectives</p> <p>6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5</p> <p>Objectives: 1. To increase the speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. Integrate CAPS Lock with other keys already learned.</p> <p>Activities</p> <p>1. Assignment notebook. 2. Introduce caps lock. 3. Label on finger worksheet. 4. The students will work on Four Types of Drills, and Transcription Exercise 10. 5. Mavis Beacon.</p>

Date	Weekday	Unit or Chapter
		Materials - Copies of Transcription Exercise 10 - Copies of Four Types of Drills
<b>05/12/2008</b>	<b>Monday</b>	<b>Word Art</b>
		Objectives
		Activities 1. Assignment Notebook. 2. Introduce Word Art. 3. Students will create a poster using word art and clip art. 4. Mavis Beacon.
		Materials
<b>05/13/2008</b>	<b>Tuesday</b>	<b>ClipArt Collage</b>
		Objectives Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6 Objectives: 1. To become familiar with the features of Microsoft Word.
		Activities 1. Assignment Notebook. 2. Introduce collage assignment. 3. Work on collage assignment.
		Materials - Copies of assignment
<b>05/13/2008</b>	<b>Tuesday</b>	<b>Quiz 4</b>
		Objectives 6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To increase the speed and accuracy of typing. 2. Maintain correct hand position and posture.
		Activities 1. Assignment notebook. 2. Warm-up drills. 3. Dictation. 4. Quiz 4 5. Mavis Beacon. *Current Events Assignment Due*
		Materials - Copies of quiz 4
<b>05/14/2008</b>	<b>Wednesday</b>	<b>ClipArt Collage</b>
		Objectives Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6

Date	Weekday	Unit or Chapter
		Objectives: 1. To become familiar with the features of Microsoft Word.
	Activities	1. Assignment Notebook. 2. Finish working on clipart collage assignment.
	Materials	
<b>05/14/2008</b>	<b>Wednesday</b>	<b>Tab Key</b>
	Objectives	6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5
		Objectives: 1. To increase the speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. Integrate tab with other keys already learned.
	Activities	1. Assignment notebook. 2. Introduce tab key. 3. Label on finger worksheet. 4. Students will work on the Tab Key practice sheet, and Typing from Script. 5. Mavis Beacon.
	Materials	- Copies of Tab Key practice - Copies of Typing from Script
<b>05/15/2008</b>	<b>Thursday</b>	<b>Letter to Me</b>
	Objectives	
	Activities	1. Assignment Notebook. 2. Students will write a letter to me. 3. Mavis Beacon.
	Materials	- Copies of assignment
<b>05/15/2008</b>	<b>Thursday</b>	<b>Mavis Beacon</b>
	Objectives	Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6
		Objectives: 1. Improve the speed and accuracy of typing. 2. Practice the correct reaching techniques.
	Activities	1. Assignment Notebook. 2. Folder Check. 3. Current events assignment. 4. Mavis Beacon.
	Materials	
<b>05/16/2008</b>	<b>Friday</b>	<b>Letters</b>
	Objectives	6th Grade Keyboarding Standards:

Date	Weekday	Unit or Chapter
		1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To increase the speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. To use computer skills to create a personal and business letter.  Activities 1. Assignment notebook. 2. Introduce business and personal letter assignment. 3. Read sample personal letter. 4. Write a personal letter. 5. Read sample business letter. 6. Write rough draft of business letter.  Materials - Copies of letter packet
<b>05/19/2008</b>	<b>Monday</b>	<b>Letters</b>
	Objectives	6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To increase the speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. To use computer skills to create a personal and business letter.  Activities 1. Assignment notebook. 2. Type rough drafts. 3. Mavis Beacon.  Materials - Rough drafts
<b>05/19/2008</b>	<b>Monday</b>	<b>PowerPoint</b>
	Objectives	
	Activities	1. Assignment Notebook. 2. Introduce PowerPoint assignment. 3. Work on PowerPoint assignment.  Materials
<b>05/20/2008</b>	<b>Tuesday</b>	<b>Letters</b>
	Objectives	6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives:

Date	Weekday	Unit or Chapter
		1. To increase the speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. To use computer skills to create a personal and business letter.
	Activities	1. Assignment notebook. 2. Teacher conferences about rough drafts. 3. Peer editing. 4. Work on typing final drafts.
	Materials	- Copies of editing checklist
<b>05/20/2008</b>	<b>Tuesday</b>	<b>PowerPoint</b>
	Objectives	
	Activities	1. Assignment Notebook. 2. Work on PowerPoint assignment.
	Materials	
<b>05/21/2008</b>	<b>Wednesday</b>	<b>Letters</b>
	Objectives	6th Grade Keyboarding Standards: 1.1.2 1.1.2.1 1.1.2.2 1.1.2.3 1.1.2.4 1.1.2.5 Objectives: 1. To increase the speed and accuracy of typing. 2. Maintain correct hand position and posture. 3. To use computer skills to create a personal and business letter.
	Activities	1. Assignment notebook. 2. Finish final drafts. 3. Formatting. 4. Staple all materials together and turn in. 5. Mavis Beacon.
	Materials	
<b>05/21/2008</b>	<b>Wednesday</b>	<b>PowerPoint</b>
	Objectives	
	Activities	1. Assignment Notebook. 2. Work on PowerPoint assignment.
	Materials	
<b>05/22/2008</b>	<b>Thursday</b>	<b>Mavis Beacon</b>
	Objectives	Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6 Objectives:

Date	Weekday	Unit or Chapter
		1. Improve the speed and accuracy of typing. 2. Practice the correct reaching techniques.
	Activities	1. Assignment Notebook. 2. Mavis Beacon.
	Materials	
<b>05/22/2008</b>	<b>Thursday</b>	<b>PowerPoint</b>
	Objectives	
	Activities	1. Assignment Notebook. 2. Work on PowerPoint assignment.
	Materials	
<b>05/23/2008</b>	<b>Friday</b>	<b>Conclusion</b>
	Objectives	
	Activities	1. Assignment notebook. 2. Self evaluation. 3. Course evaluation. 4. Grades. 5. Read AR Book.
	Materials	- Copies of evaluations
<b>05/23/2008</b>	<b>Friday</b>	<b>Word Art</b>
	Objectives	
	Activities	1. Assignment Notebook. 2. Introduce Word Art. 3. Students will create a poster using word art and clip art. 4. Mavis Beacon.
	Materials	
<b>05/27/2008</b>	<b>Tuesday</b>	<b>ClipArt Collage</b>
	Objectives	Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6 Objectives: 1. To become familiar with the features of Microsoft Word.
	Activities	1. Assignment Notebook. 2. Introduce collage assignment. 3. Work on collage assignment.
	Materials	- Copies of assignment
<b>05/28/2008</b>	<b>Wednesday</b>	<b>ClipArt Collage</b>
	Objectives	Academic Standards: 1.1.2 1.1.2.1 1.1.2.3 1.1.2.4 1.1.2.5 1.1.2.6

Date	Weekday	Unit or Chapter
		Objectives: 1. To become familiar with the features of Microsoft Word.
	Activities	1. Assignment Notebook. 2. Finish working on clipart collage assignment.
	Materials	
<b>05/28/2008</b>	<b>Wednesday</b>	<b>Conclusion</b>
	Objectives	
	Activities	1. Assignment notebook. 2. Self evaluation. 3. Course evaluation. 4. Grades. 5. Read AR Book.
	Materials	- Copies of evaluations
<b>05/28/2008</b>	<b>Wednesday</b>	<b>Letter to Me</b>
	Objectives	
	Activities	1. Assignment Notebook. 2. Students will write a letter to me. 3. Mavis Beacon.
	Materials	- Copies of assignment