

	Weekly Lesson Plans	Mr. Rob Donatelli	Week of: 11/10/14	Room: 308
Class	Accounting I	Sales/Entrepreneurship	Life Skills in Business Twice A Week	Internet & Web Page Design Twice A Week
<u>Monday</u>	<p><u>Weekly Objectives:</u> I can:</p> <ul style="list-style-type: none"> -Prepare a heading and a trial balance on a worksheet. -Plan adjustments for supplies and prepaid insurance. -Complete a worksheet for a service business organized as a proprietorship. -Identify selected procedures for finding and correcting errors in accounting records. -Define and identify terms related to financial statements for a service business organized as a sole proprietorship. <p><u>Relevancy:</u></p> <ul style="list-style-type: none"> -Students will learn how to prepare a worksheet which is a working draft in order to create financial statements for a business. <p><u>Anti-Set:</u></p> <ul style="list-style-type: none"> -Dead=Coil handout. -Review where we have come from and where we are going? -What happens to the general ledger balances at the end of the month? <p><u>Procedure:</u></p> <ul style="list-style-type: none"> -Lesson 6-1 PPT notes: Preparing a worksheet. -Aplia 6-1 work together, on own, and application problem. <p><u>Weekly Assessments:</u></p> <ul style="list-style-type: none"> -Class participation, discussions, warm-ups. -Chp 6. Aplia: 20 points. 	<p><u>Weekly Objectives:</u> I can:</p> <ul style="list-style-type: none"> -Work cooperatively and collaborate within a group. -Research the industry I am trying to start a business in and write a detailed description of it, -Create a company name, description, mission statement, and identify the location & market I want to operate my business in. <p><u>Relevancy:</u></p> <ul style="list-style-type: none"> -Students will work in their teams to research the industry they are operating their business in and begin creating a company description about their business. <p><u>Anti-Set:</u></p> <ul style="list-style-type: none"> -Review expectations of the industry analysis section of the business plan. <p><u>Procedure:</u></p> <ul style="list-style-type: none"> -Students have the period to finish their industry analysis paragraphs. Due today! <p><u>Weekly Assessments:</u></p> <ul style="list-style-type: none"> -Class participation, notes, teamwork, discussions, warm-ups. -Industry analysis: 8 points. -Company description: 16 points. 	<p><u>Day 1</u></p> <p><u>Weekly Objectives:</u> I can:</p> <ul style="list-style-type: none"> -Create a professional digital e-portfolio using Wix.com. -Create a professional resume and reference page. -Type a professional cover letter geared for a particular job or college admission. <p><u>Relevancy:</u></p> <ul style="list-style-type: none"> -Students will create important professional documents in obtaining a career such as a resume, reference page, and cover letter. <p><u>Anti-Set:</u></p> <ul style="list-style-type: none"> -Introduce reference page assignment and how to set-up. <p><u>Procedure:</u></p> <ul style="list-style-type: none"> -Students are to finish peer editing resumes and show me for a grade. <p>When done, students are to move onto creating their reference pages.</p> <p><u>Weekly Assessments:</u></p> <ul style="list-style-type: none"> -Class participation, notes, discussions, warm-ups. -Wix digital e-portfolio project: 50 points. -Resume: 16 points. -Reference page: 8 points. 	<p><u>Day 1</u></p> <p><u>Weekly Objectives:</u> I can:</p> <ul style="list-style-type: none"> -Identify the basic elements of a webpage. -Create a basic webpage from scratch. -Insert headers, text, images, lists, and symbols into a webpage. <p><u>Relevancy:</u></p> <ul style="list-style-type: none"> -Students will learn the basic tags to creating an HTML webpage and begin coding out a real website for a toy business using notepad. <p><u>Anti-Set:</u></p> <ul style="list-style-type: none"> -Review how to save files in Skydrive. -Review how the Moodle unit works for accessing files and resources. <p><u>Procedure:</u></p> <ul style="list-style-type: none"> -Students have the period to work on Dave's Devil Sticks tutorial. <p><u>Weekly Assessments:</u></p> <ul style="list-style-type: none"> -Class participation, notes, discussions, warm-ups. -Dave's Tutorial: 15 points. -Tutorial 1-2 checkpoint: 4 points.

<u>Tuesday</u>	<u>Weekly Objectives:</u> I can: -See Monday. <u>Relevancy:</u> -See Monday. <u>Anti-Set:</u> -Trial balance warm-up. -Intro to adjusting entries. <u>Procedure:</u> -Lesson 6-2 PPT notes: Adjusting entries. -Aplia 6-2 work together, on own, application problem. <u>Weekly Assessments:</u> -See Monday.	<u>Weekly Objectives:</u> I can: -See Monday. <u>Relevancy:</u> -See Monday. <u>Anti-Set:</u> -Teamwork communication challenge. <u>Procedure:</u> -Introduce company description section and read an example. -Read differences -Rest of period is brainstorm time in teams. <u>Weekly Assessments:</u> -See Monday.	<u>Day 2</u> <u>Weekly Objectives:</u> I can: -See Monday <u>Relevancy:</u> -See Monday <u>Anti-Set:</u> -Review expectations of the reference page. <u>Procedure:</u> -Students are to finish their reference pages and show me. -When done, they are to move onto their cover letters. We will introduce formally next class. <u>Weekly Assessments:</u> -See Monday	<u>Day 2</u> <u>Weekly Objectives:</u> I can: -See Monday <u>Relevancy:</u> -See Monday <u>Anti-Set:</u> -Introduce the rest of the tags that will be used in unit 1. <u>Procedure:</u> -Students have the period to continue to work on the Dave's Devil Stick tutorial. Due next class. <u>Weekly Assessments:</u> -See Monday
<u>Wednesday</u>	<u>Weekly Objectives:</u> I can: -See Tuesday <u>Relevancy:</u> -See Monday <u>Anti-Set:</u> -Google the differences between an income statement and balance sheet. We will discuss. -Review adjusting entries. <u>Procedure:</u> -Lessons 6-3 PPT notes: Extending financial information on a worksheet. - Aplia 6-3 work together, on own, application problem. <u>Weekly Assessments:</u> -See Monday.	<u>Weekly Objectives:</u> I can: -See Monday <u>Relevancy:</u> -See Monday <u>Anti-Set:</u> <u>Procedure:</u> -Students are to get into teams and discuss each component that needs addressed in the company description. -When done, they may begin writing their sections. <u>Weekly Assessments:</u> -See Monday		
<u>Thursday</u>	<u>Weekly Objective:</u> I can: -See Tuesday <u>Relevancy:</u> -See Monday <u>Anti-Set:</u> <u>Procedure:</u> -Lesson 6-4 PPT notes: Fixing errors on a worksheet.	<u>Weekly Objectives:</u> I can: -See Monday <u>Relevancy:</u> -See Monday <u>Anti-Set:</u> <u>Procedure:</u> -Company description work day: Students are to finalize their		

	-Aplia 6-4 work together, on own, application problem. -When done, students have time work on the rest of their aplia problems. <u>Weekly Assessments:</u> -See Monday.	sections. When done, they are to work on making sections come together into one paragraph. <u>Weekly Assessments:</u> -See Monday		
<u>Friday</u>	<u>Weekly Objective:</u> I can: -See Monday <u>Relevancy:</u> -See Monday <u>Anti-Set:</u> <u>Procedure:</u> -Worksheet procedure review PPT. -Walk through 6-3 application problem together. <u>Weekly Assessments:</u> -See Monday	<u>Weekly Objectives:</u> I can: -See Monday <u>Relevancy:</u> -See Monday <u>Anti-Set:</u> <u>Procedure:</u> -Business plan edit day: Students are to work in teams to make their competition, industry analysis, and company description paragraphs into one. <u>Weekly Assessments:</u> -See Monday		

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