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| **Day of the Week** | **Daily Activities** | **Homework/Assignments** |
| **Monday** | * Vocab – “Word of the Day”
* Continue Working on Newsletter or Menu
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| **Tuesday** | * Vocab – “Word of the Day”
* Week 3: Weekly Article Summary
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| **Wednesday** | * Vocab – “Word of the Day”
* Due: Week 3 – Weekly Article Summary
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| **Thursday** | * Vocab – “Word of the Day”
* Word Activity: Macros, Margins, and Page Breaks
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| **Friday** | * Vocab – “Word of the Day”
* Continue: Word Activity: Macros, Margins, and Page Breaks
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Week 7: Monday 10/15 – Friday 10/19