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| **Day of the Week** | **Daily Activities** | **Homework/Assignments** |
| **Monday** | * Vocab – “Word of the Day”
* Week 4: Weekly Article Summary
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| **Tuesday** | * Vocab – “Word of the Day”
* Two – Entry level Excel Spreadsheet (done together as class)
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| **Wednesday** | * Vocab – “Word of the Day” POST TEST
* Pg. 2 of Two – Entry Level Excel Spreadsheet (done individually)
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| **Thursday** | * Start new: Vocab – “Word of the Day”
* Continue: Pg. 2 of Two – Entry Level Excel Spreadsheet (done individually)
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| **Friday** | * Vocab – “Word of the Day”
* Microsoft Excel Vocabulary
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Week 8: Monday 10/22 – Friday 10/26