

Teacher: **Mr. Jones**Grade Level: **All Grades**Subject: **CTAE/Business and Computer Science**

	Monday	Tuesday	Wednesday	Thursday	Friday
Focus Standard(s)	MS-BMF-FBA-1 Demonstrate employability skills required by business and industry.	MS-BMF-FBA-1 Demonstrate employability skills required by business and industry.	MS-BMF-FBA-1 Demonstrate employability skills required by business and industry.	MS-BMF-FBA-1 Demonstrate employability skills required by business and industry.	MS-BMF-FBA-1 Demonstrate employability skills required by business and industry.
Learning Target(s)	Professionalism Unit A Day 1	Professionalism Unit B Day 1	Professionalism Unit A Day 2	Professionalism Unit B Day 2	Professionalism Unit A Day 2
Opening	Bellringer Question: What is professionalism?	Bellringer Question: What is professionalism?	Bellringer Question: What is professionalism?	Bellringer Question: What is professionalism?	Bellringer Question: How can you be professional today ?
Work Session	In-Class: Professionalism Self-Assessment and Word Search	In-Class: Professionalism Self-Assessment and Word Search	In-Class: Professionalism Self-Assessment and Word Search	In-Class: Professionalism Self-Assessment and Word Search	In-Class: Professionalism Self-Assessment and Word Search
Closing	Effective Communication Flocabulary	Effective Communication Flocabulary	Effective Communication Flocabulary	Effective Communication Flocabulary	Finish Read and Respond, Break it Down, and Quiz
Minor Assignments Due	2/27- Effective Communication Flocabulary (Vocab Cards, Read and Respond, Break it Down, Quiz)	2/27- Effective Communication Flocabulary (Vocab Cards, Read and Respond, Break it Down, Quiz)	2/27- Effective Communication Flocabulary (Vocab Cards, Read and Respond, Break it Down, Quiz)	2/27- Effective Communication Flocabulary (Vocab Cards, Read and Respond, Break it Down, Quiz)	2/27- Effective Communication Flocabulary (Vocab Cards, Read and Respond, Break it Down, Quiz)
Major Assignments Due	3/3: Typing Club Lessons 301-400,				
Current Relearning & Reassessment Assignments (with due dates)	Students are able to make-up missing assignments throughout the semester to replace the Missing Grades in the Grade Book. Missing assignments should be turned in by the end of the following week to receive R&R Credit.				
Upcoming Major Assignments					