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Week 3 Part 1 begins Monday, Sept. 7 	7. Using ebooks in SAM 8. Module 1 in Excel textbook: Creating Worksheet & Chart (required)	☐ -Unzip the downloaded folder and label it with 'CRN# <i>firstname lastname Module 1</i>'. ☐ -Delete the zipped folder. You won't need it any longer. ☐ -Accessing the ebook readings in SAM ☐ -Login to SAM to download Module 1 textbook project Start File for Module 1 into Excel Module 1 folder. ☐ -Use the SAM downloaded start file to complete the steps you read in Module 1 chapter in the ebook. ☐ -Instructions in book will tell you to save the file as "Frangold Real Estate Budget.xlsx". ☐ -You must read the chapter to complete the steps for "Frangold...". - OR ☐ -Multitask between watching the YouTube video and using the SAM Start file to complete the project. Link to video instruction for Freangold Real Estate Budget project ☐ -Save Frangold Real Estate Budget.xlsx in Excel Module 1 folder. ☐ -Upload completed "Frangold..." project in SAM for grading. ☐ -Look at the "Frangold..." graded report in SAM. - NOTE: The video was recorded by another teacher. Use the textbook instructions to fix errors after your project is graded by SAM. ☐ -Fix whatever may be wrong and resubmit in SAM for better score. ☐ -You have 5 tries on projects. Only highest score counts. ☐ -You must read the chapter for instructions or follow the YouTube instructional video. Otherwise you won't know what to do with the "Frangold...." Start file. ☐ -SAM assignments are graded and saved in SAM. ☐ -Project files are downloaded, completed in Excel, saved in the module folder. ☐ -Completed project files are uploaded back into SAM for grading. ☐ -I will be able to see all SAM assignment grades in SAM, but I want to 'collect' your SAM project files in the module folders. ☐ -Close all files inside the module folder. ☐ -Close the folder, too. ☐ -Drag your folder to my shared Google Drive. ☐ -Turning in something is better than turning in nothing. ☐ -Check Blog several times a week. ☐ -Check personal email several times a week.	☐ Excel Module 1 textbook assignment due Thursday, Sept. 10, 11:59pm.
Week 3 Part 1 begins Monday, Sept. 7 	9. Turn in folder	☐ -SAM assignments are graded and saved in SAM. ☐ -Project files are downloaded, completed in Excel, saved in the module folder. ☐ -Completed project files are uploaded back into SAM for grading. ☐ -I will be able to see all SAM assignment grades in SAM, but I want to 'collect' your SAM project files in the module folders. ☐ -Close all files inside the module folder. ☐ -Close the folder, too. ☐ -Drag your folder to my shared Google Drive. ☐ -Turning in something is better than turning in nothing. ☐ -Check Blog several times a week. ☐ -Check personal email several times a week.	☐ Drag Excel Module 1 folder into shared Google Drive by Thursday, Sept. 11, 11:59pm.
	10. Blog & Email	☐ -Check Blog several times a week. ☐ -Check personal email several times a week.	