CIS 111 Week 6 Part 2 Assignment Schedule

Excel, Access, HTML			Discovering Computers, important info SAM exams, quizzes Hyperlin	Due dates
Date	Topic	✓	Assignments	REAL Due Dates
Week 6 begins Thursday, Oct. 3.	1. Use weekly checklist 2. SAM Training - (required) 3. SAM Project - (required) 4. Turn in folder 5. SAM REAL Excel Theory Exam (required)		Procedure same as in previous weeks. -Use checklist to keep track of your completed assignments. -Always do assignments in the order listed below. - SAM Training for Module 4 -SAM Project for Module 4 – Smith & Lyngate Insurance -Close all files inside the module folder. -Close the folder, too. -Drag your folder to my shared Google Drive. -Complete the SAM REAL Excel Theory Exam NOTE: "Required" will not be listed for SAM assignments in future weekly schedules, but you should know by now that they are REQUIRED.	□ SAM training & project for Module 4 are due Tuesday, Oct. 8, 11:59pm. □ Module 4 folder due by Tuesday, Oct. 8, 11:59pm. □ Drag Module 2 folder into shared Google □ Drive □ SAM REAL Excel Theory Exam due
	6. FYI videos 7. DC Chapter 4: "Programs & Apps" 8. DC QUIZ 4 – "Programs & Apps"		Students look everything up on Google, but you might find these videos interesting: - How to find programs and apps in Windows 10 - Useful Windows Apps - Personal Finance Apps - Computer Viruses - Five Ways to Check for Viruses - Read Chapter 4 in Discovering Computers. - Complete the SAM DC Quiz 4.	Tuesday, Oct. 8, 11:59pm. Complete the reading for DC Chapter 4 before March 14. DC Ch 4 Quiz in SAM is due Tuesday, Oct. 8, 11:59pm.
	9. Blog & email		-Check Blog several times a weekCheck personal email several times a week.	