

Week 4 Schedule for Excel 2 Students

Excel textbook
 SAM
 Hyperlinks
 Due Dates
 Other important info

Week	Topics	✓	Assignments	Due Dates
Week 4 begins Monday, April 28	1. How to Use Weekly checklist	<input type="checkbox"/>	-Use checklist to keep track of your completed work.	<input type="checkbox"/> SAM Module 8 Training due by Wednesday, May 7, midnight. <input type="checkbox"/> SAM Module 8 Projects due by Wednesday, May 7, midnight. <input type="checkbox"/> Drag Excel Module 8 folder into shared Google Drive by Wednesday, May 7, midnight. <input type="checkbox"/> SAM Module 8 Real Exam due by Wednesday, May 7, midnight. <input type="checkbox"/> Use videos to learn about concepts covered in Module 9.
	2. SAM Training (required)	<input type="checkbox"/>	-SAM Training for Module 8. (Required)	
	3. SAM Projects (required)	<input type="checkbox"/>	SAM Projects for Module 8 -- <u>3 projects</u> -- Barasch and Company --Delgado Designs -- Eastern Mobile	
		<input type="checkbox"/>	-Upload completed projects back into SAM for grading.	
	4. Turn in folder	<input type="checkbox"/>	-Save SAM project files in Module 8 folder.	
		<input type="checkbox"/>	-Turn in Module 8 folder by dragging it into my shared Google Drive "Drag Folders Here" folder.	
	5. SAM Practice Exam (not required)	<input type="checkbox"/>	-SAM Practice Exam for Module 8 (not required) – You have up to 49 tries on the practice exam. Students using practice exams score higher on 'real' exams.	
6. SAM Real Exam (required)	<input type="checkbox"/>	-Module 8 REAL EXAM in SAM - Real exams may only be entered one time. Unlike practice exams, you only get one try on a 'real' exam. If you haven't used the practice exam, you should try it before attempting the 'real' exam. These videos will help you understand concepts presented in Module 9:		
7. Watch videos	<input type="checkbox"/>	- Order of operations		
	<input type="checkbox"/>	- Formula Auditing		
	<input type="checkbox"/>	- Data Validation & Range Name		
	<input type="checkbox"/>	- Goal Seek & Solver		
	<input type="checkbox"/>	- Solver		

Instructor reserves the right to make changes as deemed necessary and appropriate. Instructor is not responsible for lost data.

<p>Week 4 begins Monday, April 28</p>	<p>8. Download Excel Module 9 folder</p> <p>9. Module 9: Formula Auditing, Data Validation, & Complex Problem Solving</p> <p>10. Turn in folder</p> <p>11. FYI</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<p>-Download and unzip Excel Module 9 folder from Watson’s Website, Folders page.</p> <p>-Save Module 9 folder into your Documents folder or your USB disk.</p> <p>-Unzip the downloaded folder and rename it according to my Labeling Procedure.</p> <p>-Delete the Module 9 zip file. You won’t need it any longer.</p> <p>-Download Textbook Project Module 9 from SAM for Instrument Logistics Analysis.</p> <p>-Instructions are in Module 9 chapter in textbook. Read & complete all steps in the chapter.</p> <p>-Upload completed project file(s) to SAM for grading.</p> <p>-Save your Textbook Project(s) for Module 9 in your Module 9 folder.</p> <p>-Save SAM project files in Module 9 folder</p> <p>-Turn Module 9 folder in by dragging it into my shared Google Drive “Drag Folders Here” folder.</p> <p>-Best Places to Work 2025</p>	<input type="checkbox"/> SAM Textbook Project 9 due by Wednesday, May 7, midnight. <input type="checkbox"/> Drag Excel Module 9 folder into shared Google Drive by Wednesday, May 7, midnight.
	<p>12. Blog & Email</p>	<input type="checkbox"/> <input type="checkbox"/>	<p>-Post questions on Blog.</p> <p>-Check your personal email in case I sent you something.</p>	

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