

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.	
	2. SAM Training (required)	<input type="checkbox"/>	-SAM Training for Module 8. (Required)	<input type="checkbox"/> SAM Module 8 Training due by Wednesday, May 7, midnight.
	3. SAM Projects (required)	<input type="checkbox"/>	SAM Projects for Module 8 -- <u>3 projects</u>	<input type="checkbox"/> SAM Module 8 Projects due by Wednesday, May 7, midnight.
		<input type="checkbox"/>	-- Barasch and Company	
		<input type="checkbox"/>	-- Delgado Designs	
		<input type="checkbox"/>	-- Eastern Mobile	
		<input type="checkbox"/>	-Upload completed projects back into SAM for grading.	<input type="checkbox"/> Drag Excel Module 8 folder into shared Google Drive by Wednesday, May 7, midnight.
	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.	<input type="checkbox"/> SAM Module 8 Real Exam due by Wednesday, May 7, midnight.
	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.	
	7. Watch videos	<input type="checkbox"/>	These videos will help you understand concepts presented in Module 9:	<input type="checkbox"/> Use videos to learn about concepts covered in Module 9.
		<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.

