

Lesson Plans
 Mrs. Boren
 Week of January 22-26

Class	Monday	Tuesday	Wednesday	Thursday	Friday
Survey of Business	Continue review of Word in Test Out	Continue review of Word in Test Out	Continue review of Word in Test Out	Continue review of Word in Test Out	Continue review of Word in Test Out
Oral Comm	Chapter 1 Quiz	Word Maps: Preview of Chapter 2	Begin Chapter 2 notes: Oral Language Denotation Connotation worksheet video	Continue Notes: Using idioms worksheet	Finish Notes: Complete Assignment: Using vocabulary words and reviewing key ideas
Financial Planning	Continue Calculating a 1040 Form	Finish Calculating a 1040 Form	Filing State Income Taxes Ways to file your taxes	Handling mistakes on your tax return Why do I owe? Ways to make a tax payment.	IRS Penalty for missing the deadline What to do with your tax refund. Exit Ticket
Bus. Procedures	Notes: Components of Professional Communication Best in Class Project Assessment III	Review slides: Etiquette and Responsibilities in Professional Communication Assessment IV	Intro to professional communication crossword History Project	Finish all projects	Final Assessment
Comp Acct I	Applications Chapter 10	Mastery Chapter 10	Continue Mastery	Test Chapter 10	Preview Chapter 11 (General Journal)