Financial Services I

Competencies: Perform accounting procedures Week 3.6

Explore employment correspondence

Calculate business problems

**THIS IS**

**BPA WEEK**

**FEB. 8-12**

**2016!**

Create and edit database tables

Prepare for state competition

Monday, February 8

BPA Trivia Day #1

Accounting I: 11-6 Mastery; 11-7 Challenge Ex. Cr.

Accounting II: 16-1 Work Together, On Your Own, Application

MS Office: Concepts Review, Access pp. 18-19 (from last week)

Skills Review, Access pp. 19-21 (from last week)

Bus. Prin.: 9-4 Securing a Job, p. 219 – Lecture/Discussion

Handout “Job Seeking Materials”

MicroType: Lesson 18

Tuesday, February 9

8:45 a.m. to 9:45 a.m.: FEBRUARY CHAPTER MEETING

* Attitude of Gratitude Activity – Who do you need to thank?

21st Century Skills – Mrs. Cobb

Wednesday, February 10

Polar Plunge Day – Students who raise the most $ on the website

Accounting I: p. 335 – In-class Auditing for Errors – Turn in your work into the Accounting Folder

C. 11 Study Guide

Accounting II: 16-2 WT, OO, Application

Bus. Prin.: 10-1 Lecture/Presentation/Notes – Mrs. Aksel

MS Office: Access Unit A - Ind. Chl. 1, Access, p. 22 – Complete in Word, print, and turn in.

Thursday, February 11

Recite BPA Pledge to Advisor

Calculator: Lesson 16, p. 100

Accounting I: Review C. 11 Study Guide

Accounting II: 16-3 Work Together, On Your Own, Application

Bus. Prin.: Quiz, Chapter 9

MS Office: Access Unit A – Ind. Chl. 2, “Recycling,” Access p. 23

Friday, February 12

BPA Trivia Day #2

Accounting I: C. 11 TEST

Accounting II: 16-4 Application only

MS Office: Unit A Access Terminology Sheet from last week due today.

 Access Unit A – Ind. Chl. 3, “Business Contacts,” Access p. 24

10 a.m. GUEST SPEAKER: Mrs. Fuller, Business Partnership Coordinator

Have a Nice Valentine’s Day AND

3-Day Weekend!