

8th Grade Computer Class Flow Chart – Urbandale Middle School – Mr. Bakker – Quintile 3, 2018-2019

Typing Unit

A Typing 15-20 minutes each day until a score of 40 wpm without looking is achieved

Word Processing Unit

B Complete Microsoft Word Assignments 1-10

C Open Microsoft Word Assignments and have Mr. Bakker check them

D Watch Scholar Video: M.S. Word Quiz Review #1 and #2

E Take Microsoft Word Quiz

F Final Day to Be Done: Monday, January 14

Drawing Unit

G Watch Scholar Video: Learning the Drawing Tools 1, 2, and 3

H Draw House 1 in your folder and show Mr. Bakker when completed

I Do You Want to Draw Your Own House?

J Yes: Watch Scholar Video: Printing Your Big House
No: See Mr. Bakker to get a folder of houses to pick from

K Watch Scholar Video: Getting Ready to Start Drawing Your Big House #1 and #2

L Draw Your Big House

M Watch Scholar Video: Drawing: Finishing Up

N Final Day to Be Done: Thursday, January 24

Spreadsheet Unit

O Watch Scholar Video: Learning Spreadsheets #1, #2, #3, and #4

P Complete Spreadsheet Assignment #1

Q Watch Scholar Video: Check My Assign. #1

R Complete Spreadsheet Assignments #2-#8

S Open Microsoft Excel Assignments and have Mr. Bakker check them

T Watch Scholar Video: Spreadsheet Quiz Review

U Take Microsoft Excel Quiz

V Final Day to Be Done: Tuesday, February 5

Flash Animation Unit

W Watch Scholar Video: Learning Flash Animation #1 - #7

X Complete Flash Animation Assignments 1, 2, 3

Y Take Flash Animation Quiz

Z Final Day to Be Done: Wed., February 13

- = Unit Name
- = Daily Work
- = Video Teaching
- = Assessment
- = Due Date