

| Sunday | Monday   | Tuesday   | Wednesday  | Thursday   | Friday  | Saturday |
|--------|--|---|--|--|---|----------|
|        | Module 1: Getting Started With Microsoft® PowerPoint®  |   |  |  |   |          |
|        | Date: October 4, 2021  | Date: October 5, 2021   | Date: October 6, 2021  | Date: October 7, 2021  | Date: October 8, 2021   |          |
|        | Module 1:<br><input type="checkbox"/> Class: Module 1<br>1:00 PM Central<br>Find Link In Toolbox<br><input type="checkbox"/> Assignment 1  | Module 1:<br><input type="checkbox"/> Assignment 2  | Module 1:<br><input type="checkbox"/> Assignment 3<br><input type="checkbox"/> PowerPoint Activity<br>Page 1<br><input type="checkbox"/> PowerPoint Activity<br>Page 6 | Module 1:<br><input type="checkbox"/> Assignment 4<br><input type="checkbox"/> PowerPoint Activity<br>Page 12  | Module 1:<br><input type="checkbox"/> Assignment 5<br><input type="checkbox"/> Assignment Page Due<br><input type="checkbox"/> Study Guide Due  |          |
|        | Module 2: Creating New Presentations, Copying & Moving Slides  |   |  |  |   |          |
|        | Date: October 11, 2021   | Date: October 12, 2021  | Date: October 13, 2021   | Date: October 14, 2021   | Date: October 15, 2021  |          |
|        | Module 2:<br><input type="checkbox"/> Class: Module 2<br>1:00 PM Central<br>Find Link In Toolbox<br><input type="checkbox"/> Assignment 1  | Module 2:<br><input type="checkbox"/> Assignment 2  | Module 2:<br><input type="checkbox"/> Assignment 3   | Module 2:<br><input type="checkbox"/> Assignment 4<br><input type="checkbox"/> PowerPoint Activity<br>Page 10  | Module 2:<br><input type="checkbox"/> Assignment 5<br><input type="checkbox"/> PowerPoint Activity<br>Page 13<br><input type="checkbox"/> Assignment Page Due<br><input type="checkbox"/> Study Guide Due                                   |          |
|        | Module 3: Working In Presentation Mode   |   |  |  |   |          |
|        | Date: October 18, 2021   | Date: October 19, 2021  | Date: October 20, 2021   | Date: October 21, 2021   | Date: October 22, 2021  |          |
|        | Module 3:<br><input type="checkbox"/> Class: Module 3<br>1:00 PM Central<br>Find Link In Toolbox<br><input type="checkbox"/> Assignment 1  | Module 3:<br><input type="checkbox"/> Assignment 2  | Module 3:<br><input type="checkbox"/> Assignment 3   | Module 3:<br><input type="checkbox"/> Assignment 4<br><input type="checkbox"/> PowerPoint Activity<br>Page 6-7   | Module 3:<br><input type="checkbox"/> Assignment 5<br><input type="checkbox"/> Assignment Page Due<br><input type="checkbox"/> Study Guide Due  |          |
|        | Module 4: Enhancing Text   |   |  |  |   |          |
|        | Date: October 25, 2021   | Date: October 26, 2021  | Date: October 27, 2021   | Date: October 28, 2021   | Date: October 29, 2021  |          |
|        | Module 4:<br><input type="checkbox"/> Class: Module 4<br>1:00 PM Central<br>Find Link In Toolbox<br><input type="checkbox"/> Assignment 1<br><input type="checkbox"/> Work on Presentation | Module 4:<br><input type="checkbox"/> Assignment 2<br><input type="checkbox"/> Work on Presentation | Module 4:<br><input type="checkbox"/> Assignment 3<br><input type="checkbox"/> Work on Presentation  | Module 4:<br><input type="checkbox"/> Assignment 4<br><input type="checkbox"/> Work on Presentation<br><input type="checkbox"/> PowerPoint Activity<br>Page 9-10 | Module 4:<br><input type="checkbox"/> Assignment 5<br><input type="checkbox"/> Module 2-4 Quiz<br><input type="checkbox"/> Work on Presentation<br><input type="checkbox"/> Assignment Page Due<br><input type="checkbox"/> Study Guide Due |          |
|        | Module 5: Exploring Graphic & Animation Options  |   |  |  |   |          |
|        | Date: November 1, 2021   | Date: November 2, 2021  | Date: November 3, 2021   | Date: November 4, 2021   | Date: November 5, 2021  |          |
|        | Module 5:<br><input type="checkbox"/> Class: Module 5<br>1:00 PM Central<br>Find Link In Toolbox<br><input type="checkbox"/> Assignment 1<br><input type="checkbox"/> Work on Presentation | Module 5:<br><input type="checkbox"/> Assignment 2<br><input type="checkbox"/> Work on Presentation | Module 5:<br><input type="checkbox"/> Assignment 3<br><input type="checkbox"/> Work on Presentation  | Module 5:<br><input type="checkbox"/> Assignment 4<br><input type="checkbox"/> Excel Activity<br><input type="checkbox"/> Work on Presentation                   | Module 5:<br><input type="checkbox"/> Assignment 5<br><input type="checkbox"/> PowerPoint Activity<br>Page 12-13<br><input type="checkbox"/> Assignment Page Due<br><input type="checkbox"/> Study Guide Due                                |          |

