

CLASS ASSIGNMENTS DUE

Week 1 – Introduction & Concepts

TH – DQ Due

Week 2 – Windows XP

T – DQ Due

TH – DQ Due

Week 3 – Access 2007

T – DQ Due

TH – DQ Due

Week 4 – Access 2007

T – DQ Due

TH – DQ Due

Week 5 – Word 2007

T – DQ Due & **TEST 1**

TH – DQ Due

Week 6 – Word 2007

T – DQ Due

TH – DQ Due

Week 7 – Internet / Intranets

T – DQ Due

TH – DQ Due

Week 8 – Integration

T – DQ Due

TH – NO CLASS

Week 9 - Group Project

T – DQ & Group Project Outline Due

TH – DQ Due & **TEST 2**

-----**SPRING BREAK**-----

Week 10 – Excel 2007

T – DQ Due

TH – DQ Due

Week 11 – Excel 2007

T – DQ Due

TH – DQ Due

Week 12 – PowerPoint 2007

T – DQ Due

TH – DQ Due

Week 13 – PowerPoint 2007

T – DQ Due

TH – DQ Due

Week 14 – Integration

T – DQ Due

TH – DQ Due

Week 15 – **FINALS**

T – DQ Due

TH – DQ Due

Week 16 – **FINALS WEEK**

T – Group Project Due

T – **TEST 3 - FINAL**