




Freshman Academy

Quick Reference Curriculum Guide for Students


Week 1 /Session 1	Location	Check Off
Welcome		
1. In Class: View QEP Welcome Video (10 mins.)	Freshman Academy Videos	
2. In Class: View Syllabus Tegrity Session or go over the syllabus (15 minutes). Emphasize the importance of keeping up with Homework assignments (Quizzes and Tests)	Tegrity Videos	
3. In Class: View President’s Welcome (3 mins.)	Freshman Academy Videos	
4. In Class: View Dr. Crawford’s Welcome (3 mins.)	Freshman Academy Videos	
5. In Class: View VP Crew’s Welcome (2 mins)	Freshman Academy Videos	
Team Building Activities		
6. In Class: Participate in the Blind Tower Building Activity (30 mins.)	In Class	
7. In Class: Participate in the Spoon Race Activity (15-20 mins.)	In Class	
8. In Class: Contribute to the debriefing exercise	In Class	
Homework		
HOMEWORK: Students need to follow the download directions for setting up their computers to receive Blackboard tests and quizzes and download. Students need to also download the following: Quicktime player, Adobe Reader and Windows Media	See Week 1/Session 1 Materials in Blackboard for directions and free downloads	
HOMEWORK: Students need to take 4 Quizzes on the In-Class videos they just viewed. Point Value: 200 points, 50 points each. If a student missed class, they need to view all videos presented in class.	Students need to click on the Quizzes and Tests menu button in Blackboard	X Automatically Graded
Week 1/ Session 2		
Pre-Skills Assessment (Must Do!!!)		
1. In Class: Take the Online Pre-Skills Assessment Survey (10 mins.) (A Must Do!!!)	Click on Weekly Materials, Week 1/ Session 2 See embedded link	
Conduct, Complaints, Security and Cougar Alert Videos		
2. In Class: View Code of Conduct & Due Process Tegrity	Tegrity Videos	


Session (12:55 mins.)		
3. In Class: View Complaint Process Video	See Week 1/Session 2 Materials Embedded Link (on Blackboard Page)	
4. In Class: View Campus Police & Security Video (6 mins.)	Freshman Academy Videos	
5. In Class: View Cougar Alert Tegrity Session (4.28 mins.)	Tegrity Videos	
Email, Blackboard Videos & Assignment		
6. In Class: View the How to Use Blackboard Video (7:22)	Tegrity Videos	
7. In Class: View How to Use Student Email: (10:50)	Tegrity Videos	
8. In Class: Students will explore all course components within Blackboard.	Blackboard Freshman Academy Course Page and Links	
9. In Class: After students are comfortable with Blackboard, students (as a trio or pair) will log onto their student email accounts and send each other email. Announcement: Students facing log-in difficulties need to email the Help Desk at helpdesk@lawsonstate.edu	www.lawsonstate.edu Website, Student email	
10. In Class: Students should complete their online test and quiz on Blackboard and Email (200 points). Student pairs/trios can help each other while testing.	Freshman Academy Quizzes & Tests menu bar option in Blackboard	X Automatically Graded
Homework		
HOMEWORK: Complete 4 tests—one on (1) Student Code of Conduct & Due Process; one on the Complaint Process, and the other (2) on Cougar Alert and Campus Safety and Security; the videos played in class. Again, there are a total of four tests.	Click on the Quizzes and Tests menu button option	X Automatically Graded
HOMEWORK: If a student missed class, they need to complete the Blackboard and Email tests (after watching each Tegrity video, as listed above).	Click on the Quizzes and Tests menu button option	X Automatically Graded
HOMEWORK: If you are student in need of ADA (American with Disabilities Services) accommodations, watch the ADA Video (within Tegrity). <u>This video will provide students with information on ADA services and procedures here at Lawson State.</u>	Tegrity Session	
HOMEWORK: If absent last week, students need to follow the download directions for setting up their computers to receive Blackboard tests and quizzes and download. Students need to also download the following: Quicktime Player, Adobe Reader and Windows Media	See Week 1/Session 2 Materials in Blackboard for directions and free downloads	X Automatically Graded

Week 2 / Session 3	Location	Check Off
Library Orientation ANNOUNCEMENT		
<p>In Class ANNOUNCEMENT: Review the Library Orientation Announcement and registration directions that appear under the Week 2/ Session 3 & 4 main page. Scroll down the page to view the specifics. Students will have to email the library at library101@lawsonstate.edu to register. Session dates and registration requirements have been spelled out for students. Students will turn in their Orientation certificates with their Final Exams.</p>	<p>Week 2/ Session 3 & 4 Main Page; See Announcement on Landing Page (at the bottom)</p>	
Skills Assessment Survey		
<p>1. In Class: Students should complete the Skills Assessment Survey (in class, by hand). Analyze the results and then separate students in groups (on paper). You will announce the group assignments later in the class.</p>	<p>Pre Print out Handouts for your class.</p> <p>Week 2/Session 3 Materials</p>	<p style="color: red; text-align: center;">Handout</p> <div style="text-align: center;">  </div> <p style="color: red; text-align: center;">Alert</p>
How to Use Group Online Tools		
<p>2. In Class: View the <i>How to Sign-up for Your Online Group</i> video in Tegrity (while you are figuring out group assignments)—7 mins.</p>	<p>Tegrity Videos</p>	
<p>3. In Class: View the <i>How to Use Online Group Tools</i> in Tegrity (while you are figuring out group assignments)—2.55 mins.</p>	<p>Tegrity Videos</p>	
Teamwork Videos		
<p>4. In Class: View Teamwork video (3:35 mins)</p>	<p>Click on Weekly Materials, Week 2/ Session 3 Click on embedded video directly on page</p>	
<p>5. In Class: View Lessons from Geese video (3:17 mins.)</p>	<p>Click on Weekly Materials, Week 2/ Session 3 Click on embedded video directly on page</p>	
<p>6. In Class: View The Power of Teamwork video (3:32 mins.)</p>	<p>Click on Weekly Materials, Week 2/ Session 3 Click on embedded video directly on page</p>	
<p>7. Optional Videos: There are two optional videos (if you would like to include view them): A Lesson from Penguins (32 seconds), and The Meaning of Team (3:49 mins.)</p>	<p style="text-align: center;">OPTIONAL VIDEOS ONLY</p> <p>Click on Weekly Materials, Week 2/ Session 3 Click on embedded</p>	

	video directly on page	
Project #1 and Activities		
8. In Class: After watching the team videos, students were placed in Groups. If you missed class, see your instructor immediately for placement.	In Class Announcement	
9. In Class: Once groups have been assigned, students will complete the Team Guideline Activity (30 minutes). To begin this activity, pull up the PowerPoint slide that lists the activity directions and questions that each team has to respond to.	Click on Weekly Materials, Week 2/ Session 3 Click on Team Guidelines Activity PowerPoint Template	
10. In Class: Following the Team Guidelines Activity, review the first team project in detail. Project #1 is the <i>Getting to Know LSCC</i> project. <u>Be sure to review the rubric and PowerPoint template you need to use for the presentation.</u>	Click on Weekly Materials, Week 2/ Session 3 Click on Getting Project #1 Directions (Attachment), PPT Template and Rubric	
11. Students will spend the rest of the class (50-60 minutes) planning out their projects and getting more comfortable in their online group platforms (within Blkbd.)	Online Group Pages in Blackboard; In Class Discussion	
Homework		
HOMEWORK: Register for Library Orientation. This is a 300 pt. Assignment that all Freshman must participate in prior to exiting ORI101.	Week 2/ Session 3 & 4 Main Page; See Announcement on Landing Page (at the bottom)	
HOMEWORK: The Pre-Skills Assessment was completed during the last class period. If you were absent, take this assessment for homework or at the end of class, depending on your preference.	Click on Weekly Materials, Week 2/ Session 3; Scroll down to the bottom of the page to access	
HOMEWORK: Groups need to work on their "Getting to Know LSCC" group projects. Projects are due during Week 3/Session 5.	Click on Weekly Materials, Week 2/ Session 3 Click on "Getting to Know LSCC" Team Project Directions	
Week 2 / Session 4		Location
Responsibility Videos		Check Off
1. View the Responsibility Videos as listed on the Week 2/Session 4 Weekly Materials page and participate in debriefing/discussions. <ul style="list-style-type: none"> • Strangers on an Elevator • Responsibility of Strangers • Battered Woman • Cougar Tutor • Stranger Abduction • Interracial Couple 	Click on Weekly Materials, Week 2/ Session 4; play embedded videos on the page. If videos do not play, Click on Additional Content in Tegrity	

Homework		
HOMEWORK: View the “Choosing to Succeed” video and complete the “Choosing to Succeed by Attending Your Classes” quiz.	Click on Weekly Materials, Week 2/ Session 4; Quizzes & Test Menu Option	X Automatically Graded
HOMEWORK: Complete your “Getting to Know LSCC” Projects as a team. Presentations take place during the next class meeting.	Online Group Page (Blackboard); Project & Rubrics link or Week 2 /Session 4 Weekly Materials	
HOMEWORK: If you have not done so already, register for Library Orientation. This is a 300 pt. Assignment that all Freshman must participate in prior to exiting ORI101.	Click on Week 2/ Sessions 3 & 4 Main Page; See Announcement on Landing Page (at the bottom)	
Week 3 / Session 5	Location	Check Off
Project #1 Group Presentations		
1. Groups will present their first group projects, “Getting to Know LSCC” to the extended class.	In Class	
2. Complete the “Assessing Our Group Performance” activity with groups, following the presentations. See Curriculum for specifics	Week 3 / Session 5 Weekly Materials	
Homework & Grades		
3. HOMEWORK: Watch several Tegrity videos, one on <i>Understanding the General Studies or Career Technical Degree Plan</i> and one on any other video of your choosing (depending on your degree plan). There are several individual degree plans that are highlighted. Following that video, students should view the <i>Admissions Online Forms</i> video and complete the corresponding quiz and test on each. Point Value: 150 points.	Videos: Tegrity Videos; Quizzes & Tests: Click the Quizzes & Tests menu option button	X Automatically Graded
HOMEWORK: If you have not done so already, register for Library Orientation. This is a 300 pt. Assignment that all Freshman must participate in prior to exiting ORI101.	Click on Week 2/ Sessions 3 & 4 Main Page; See Announcement on Landing Page (at the bottom)	
Week 3 / Session 6	Location	Check Off
Juggling Activity		
1. Participate in the interactive In-Class Juggling Name Activity (20 mins.) and debriefing.	Freshman Academy Curriculum Binder	

Important Testing ALERT for ALL Students. FACILITATORS: Please ANNOUNCE!!!!		
SPECIAL ANNOUNCEMENT!!!! Final Exam.		
 <p>IMPORTANT TESTING ALERT: You will have a “Live Action Exam” during your next class session (which is Week 4/ Session 7). You will be asked to log-in Email, Student Suite and Blackboard and perform certain tasks (on-demand) directly in front of your instructor. This is not a typical exam; it is weighted as part of your Final Exam, so it is very important that you are in attendance for the test and prepare for the test. Thus, be sure you are comfortable with all domains being tested in order to pass the test. Again, you will be tested on Email, Student Suite and Blackboard. The test is worth 100 points (but is heavily weighted as part of the Final Exam). This test cannot be made-up, regardless of the excuse. You must be present in class.</p>	<p>Upcoming Alert for Week 4/Session 7!!</p> <p>In Class Testing Activity Performed by Facilitators in Unit 7—</p> <p>This goes towards the first component of the students Final Exam in this course.</p>	
<p>2. Registration 411: Students will watch a series of tutorial videos in class and work in pairs to complete each corresponding tests following the viewing of each video section</p> <p>Directions to Students: Watch each video below then take the quiz:</p> <ul style="list-style-type: none"> View the Student Suite Tutorials (there are 3 short ones). They are as follows: (1) Logging on to Student Suite (Length: 2:19 mins.); (2) Viewing Your Student Records in Student Suite (Length: 4:13 mins.); and (3) A Quick Overview of Student Suite (Length: 2:40 mins.). Once done viewing the three short videos, complete the 100 pt. online test on Student Suite. Next, view the “ How to Complete a STARS Report “video. (Length: 11:23 minutes) View How to Register Online--Step by Step (Length: 9:38 minutes) View How to Check for Cancelled, Closed and Open Classes video (Length: 6:16 minutes) View How to Complete an eWithdrawal Online video (Length: 11:11 minutes) View the How to Check Your Financial Aid Status video (Length: 5:42) <p>Remind students to complete each test following each video.</p> <p>(NOTE: Encourage Veteran students to view the video on Veterans Services & Financial Aid as well. Non-veterans do NOT have to view this video.</p>	<p>Tegrity Videos; Quizzes and Tests Menu Option button</p>	<p>X Automatically Graded</p>
Homework		
<p>HOMEWORK: If you have not done so already, register for Library Orientation. This is a 300 pt. Assignment that all Freshman must participate in prior to exiting ORI101.</p>	<p>Click on Week 2/ Sessions 3 & 4 Main Page; See Announcement on Landing Page (at the bottom)</p>	
Week 4 / Session 7		Location
Library Orientation Reminder		Check Off

<p>REMIND STUDENTS: If you have not done so already, register for Library Orientation. This is a 300 pt. Assignment that all Freshman must participate in prior to exiting ORI101.</p>	<p>Click on Week 2/ Sessions 3 & 4 Main Page; See Announcement on Landing Page (at the bottom)</p>	
<p>Live Action Test on Email, Student Suite and Blackboard</p>		
<p>1. Mid-TERM: Students will take a “Live Action Performance Exam” during class. Students will be asked to log-in Email, Student Suite and Blackboard and perform certain tasks (on-demand) directly in front of your instructor. This is not a typically exam; it is weighted as part of your Final Exam, so it is very important that you are in attendance for the test and prepare for the test. Thus, be sure you are comfortable with all domains being tested in order to pass the test. Again, you will be tested on Email, Student Suite and Blackboard. The test is worth 225 points (and is heavily weighted as part of the Final Exam). This test cannot be made-up, regardless of the excuse. You must be present in class.</p>	<p>In Class “live” performance exam</p> <p>Mid-term (weighted as par to the FINAL exam)</p> <p>HANDOUT ALERT You will need the WK 4/ Session 7 “Live Action” Rubric to grade this assignment. Make copies prior to class.</p>	<p>Handout Alert RUBRIC</p> 
<p>Snowball Fight (Team Building Social Activity)</p>		
<p>2. Students will participate in a Snowball fight activity designed to improve class communication and socialization and improve familiarity with each other (as a class unit).</p>	<p>Weekly Materials, Week 4/ Session 7; See embedded link</p>	
<p>Project #2 Introduction & Project Development</p>		
<p>3. Project #2: Group topics will be assigned</p> <ul style="list-style-type: none"> • Presentation #1: The Online Catalog & Understanding Degree Plans (by Areas). Locating Degree Plans in Student Suite. • Presentation #2: How to Complete a STARS Guide Report & What is It and How to Read It? Be sure to discuss the five areas of a STARS Report and how it connects back to one’s Degree Plan. • Presentation #3: How to Logon Student Suite and What are the Components Within Student Suite (i.e., Student Records, Unofficial Transcripts, Degree Plans, Grades, Registration Access, Schedule, Financial Aid Status, etc...) • Presentation #4: The Registration Website (Key Components). Online Registration Steps, Completing Registration Online (Final Steps/Cashing Out!!!)—Completing the Process • Presentation #5: Checking for Cancelled, Closed or Open Classes • Presentation #6: Checking Your Financial Status Online (Review all components under Student Suite related to Financial Aid • Presentation #7: How to Withdraw from a Class Online (eWithdrawal) 	<p>Click on Weekly Materials, Week 4/ Session 7 or Click on the Project & Rubrics menu option button for Project Directions and presentation breakdown</p>	
<p>4. Review the Project #2 Description (Exploring LSCC— What Every Student Know) and remind students to review and discuss what “went right” or what “went wrong” within their group (during Project #1). Discuss your observations of what you think teams need to do to perform better as a team.</p>	<p>Click on Weekly Materials, Week 4/ Session 7 or Click on the Project & Rubrics menu option button</p>	
<p>5. Students will spend the remainder of the class period</p>	<p>In Class</p>	

planning out and working on Project #2, as a team.		
Homework & Grades		
HOMEWORK: Work on Project #2 as a team	Online Group Page	
HOMEWORK: If you have not done so already, register for Library Orientation. This is a 300 pt. Assignment that all Freshman must participate in prior to exiting ORI101.	Click on Week 2/ Sessions 3 & 4 Main Page; See Announcement on Landing Page (at the bottom)	
Week 4 / Session 8		Location
Project #2 Development		Check Off
<p>1. Students will spend the entire class period working on Project #2, Exploring LSCC</p> <ul style="list-style-type: none"> • Presentation #1: The Online Catalog & Understanding Degree Plans (by Areas). Locating Degree Plans in Student Suite. • Presentation #2: How to Complete a STARS Guide Report & What is It and How to Read It? Be sure to discuss the five areas of a STARS Report and how it connects back to one's Degree Plan. • Presentation #3: How to Logon Student Suite and What are the Components Within Student Suite (i.e., Student Records, Unofficial Transcripts, Degree Plans, Grades, Registration Access, Schedule, Financial Aid Status, etc...) • Presentation #4: The Registration Website (Key Components). Online Registration Steps, Completing Registration Online (Final Steps/Cashing Out!!!)—Completing the Process • Presentation #5: Checking for Cancelled, Closed or Open Classes • Presentation #6: Checking Your Financial Status Online (Review all components under Student Suite related to Financial Aid) • Presentation #7: How to Withdraw from a Class Online (eWithdrawal) 	In Class Activity	
Homework		
HOMEWORK: Finalize Project #2 as a team. Project presentations will take place during the next Freshman Academy class.	Online Group Page	
HOMEWORK: If you have not done so already, register for Library Orientation. This is a 300 pt. Assignment that all Freshman must participate in prior to exiting ORI101.	Click on Week 2/ Sessions 3 & 4 Main Page; See Announcement on Landing Page (at the bottom)	
Week 5 / Session 9		Location
Library Orientation Reminder		Check Off
FINAL REMINDER TO STUDENTS: If you have not done so already, register for Library Orientation. This is a 300 pt. Assignment that all Freshman must participate in prior to exiting ORI101.	Click on Week 2/ Sessions 3 & 4 Main Page; See Announcement on Landing Page (at the	

Facilitators: Remind students of how to register and let them know that time is running out.	bottom)	
Group Presentations: Project #2		
<p>2. Students will present Project #2 in class</p> <ul style="list-style-type: none"> Presentation #1: The Online Catalog & Understanding Degree Plans (by Areas). Locating Degree Plans in Student Suite. Presentation #2: How to Complete a STARS Guide Report & What is It and How to Read It? Be sure to discuss the five areas of a STARS Report and how it connects back to one's Degree Plan. Presentation #3: How to Logon Student Suite and What are the Components Within Student Suite (i.e., Student Records, Unofficial Transcripts, Degree Plans, Grades, Registration Access, Schedule, Financial Aid Status, etc...) Presentation #4: The Registration Website (Key Components). Online Registration Steps, Completing Registration Online (Final Steps/Cashing Out!!!)—Completing the Process Presentation #5: Checking for Cancelled, Closed or Open Classes Presentation #6: Checking Your Financial Status Online (Review all components under Student Suite related to Financial Aid Presentation #7: How to Withdraw from a Class Online (eWithdrawal) 	In Class	
Homework & Grading		
HOMEWORK: Watch the library video under Freshman Academy Videos and take the 100 point test.	Freshman Academy Videos; Quizzes & Tests button under menu options	X Automatically Graded
HOMEWORK: If you have not done so already, register for Library Orientation. This is a 300 pt. Assignment that all Freshman must participate in prior to exiting ORI101. For registration directions, Click on Week 2/ Sessions 3 & 4 Main Page; See Announcement on Landing Page (at the bottom)	Click on Week 2/ Sessions 3 & 4 Main Page; See Announcement on Landing Page (at the bottom)	
HOMEWORK: Complete any missing tests and/or quizzes that are linked to tutorials that have not been viewed. All late quizzes and tests are due no later than Week 7/Session 14.	Quizzes & Tests menu option button; See Quizzes & Test Listing	X Automatically Graded
Week 5/ Session 10		
Viewing the "Facing the Giants" Film		
1. Read the "Facing the Giants" disclaimer	Week 5/Session 10 Weekly Materials	
2. Students will view the "Facing the Giants" film	In Class DVD film	
Homework		
HOMEWORK: Complete any missing tests and/or quizzes that are linked to tutorials that have not been viewed. All late quizzes and tests are due no later than Week 7/Session 14.	Quizzes & Tests menu option button; See Quizzes & Test Listing	X Automatically Graded
HOMEWORK: If you have not done so already, register for Library Orientation. This is a 300 pt. Assignment that all Freshman must participate in prior to exiting ORI101.	Click on Week 2/ Sessions 3 & 4 Main Page; See Announcement on Landing Page (at the bottom)	

Week 6/ Session 11	Location	Check Off
Facing the Giants--Motivational Videos (Pair/Trio Sharing Activity) (Final Film Debriefing—Putting it All Together)		
<ol style="list-style-type: none"> We will use three videos to debrief the lessons taught in the film, “Facing the Giants”. View three important motivational videos and join in the discussion related to the overall message of each. Discussion should follow after the viewing of each brief video clip. The first video is about conquering adversity; the second video is about pursuing excellence; and the third (AND most important video) is a conversation with Dr. Ben Carson, famed Gifted Hands neurosurgeon. 	Week 6/Session 11 Weekly Materials; Embedded Video Clips play directly on the page	
Facing the Giants & Dr. Ben Carson Exam		
<ol style="list-style-type: none"> Following the discussion of the videos and the film (in general), students will take the Facing the Giants / Dr. Ben Carson (message) Test. This in an in-class exam. Students need to click on the Tests and Quizzes button in Blackboard to access. 	Quizzes & Tests menu option button; See Quizzes & Test Listing	
Learning Styles Inventory Assessment		
<ol style="list-style-type: none"> After students take their Facing the Giants/ Dr. Ben Carson exam, students will complete a Learning Styles Inventory Assessment to determine what their Learning Style is. The test will show students their dominant tendency. http://ttc.coe.uga.edu/surveys/LearningStyleInv.html As a facilitator, it is essential to explain to students why this activity is important. 	Week 6/Session 11 Weekly Materials; Embedded Hyperlink on Page	
Student Activity: Shared Learning Styles Activity		
<ol style="list-style-type: none"> After students take their learning styles inventory, they will be divided up in groups of 4 and 5 (based on their shared learning styles). Then, each group will watch a short video clip that has been uploaded in Blackboard that gives each team specific tips on their specific learning Style. After each team views the video clip, groups need to discuss the tips presented and then compare those tips to the handout on Learning Style that has been uploaded in the materials section for this week as well. Then, each group will present their finding. 	Week 6/Session 11 Weekly Materials; Embedded Hyperlink	
IMPORTANT NOTE: Final Exam Connection		
<ol style="list-style-type: none"> NOTE: This assignment links to a Final Project activity. All students must select at least two learning style strategies that they will use over the next few weeks and be prepared to report back within their Final Exam. See Final Exam directions for more information. 	Final Exam tab under the menu options	
Homework		
HOMEWORK: Reminder: Any student who was absent last session to go by the library and check out the “Facing the	Quizzes & Tests menu option button	

Giants” DVD. Also, remind ALL students to take the 200-point “Facing the Giants” and Dr. Ben Carson essay exam, if they have not done so already.		
HOMEWORK: Remind students to begin working on the Final Exam assignment. It is due by Week 7/Session 14.	Final Exam tab under the menu options	
HOMEWORK: Complete any missing tests and/or quizzes that are linked to tutorials that have not been viewed. All late quizzes and tests are due no later than Week 7/Session 14.	Quizzes & Tests menu option button; See Quizzes & Test Listing	X Automatically Graded
HOMEWORK: If you have not done so already, register for Library Orientation. This is a 300 pt. Assignment that all Freshman must participate in prior to exiting ORI101.	Click on Week 2/ Sessions 3 & 4 Main Page; See Announcement on Landing Page (at the bottom)	
Week 6 / Session 12	Activity	Check Off
Career Assessment Inventory		
1. Students will take an online Career Assessment Inventory New Site: http://similarminds.com/career.html/	Week 6/Session 12 Weekly Materials; Embedded Link	
2. Students will explore the Occupational Handbook to learn more about their career and other career options (following their assessment)	Week 6/Session 12 Weekly Materials; Embedded Link	
Introduction to the Career Fair Project & Project Development		
3. Review the Career Fair Project directions and go over the rubric for the assignment.	Week 6/Session 12 Weekly Materials	
4. Students will spend the remainder of the class working on their Career Fair Projects.	In Class, Computer Search	
Homework		
HOMEWORK: Students need to watch the Career Services video under Freshman Academy Videos and complete the Career Services exam	Week 6/Session 12 Weekly Materials; Quizzes & Tests	
HOMEWORK: Students should purchase their Career Fair Project materials and begin working on your Career Fair project (if building a website). Students should bring their Career Fair Project materials or website link to class, next session.	At Home	
HOMEWORK: Work on the Final Exam Assignment (outside of class).	At Home	
HOMEWORK: Complete any missing tests and/or quizzes that are linked to tutorials that have not been viewed. All late quizzes and tests are due no later than Week 7/Session 14.	Quizzes & Tests menu option button; See Quizzes & Test Listing	X Automatically Graded
Week 7 / Session 13	Activity	Check Off
End of Course Assessment (A Must Do!!!)		
1. Students will complete the End of the Course Assessment Survey. (A Must Do!)	Week 7/Session 13 Weekly Materials; Embedded Link	

Career Fair Project Development		
2. Students will spend the remainder of the class working on their Career Fair Projects (in class).	In Class, Computer Search	
Homework		
HOMEWORK: Students need to finalize their Career Fair Projects. They are due next class period.	At Home, At School	
HOMEWORK: Work on completing your Final Exam Assignment	At Home	
HOMEWORK: Complete any missing tests and/or quizzes that are linked to tutorials that have not been viewed. All late quizzes and tests are due no later than Week 7/Session 14.	Quizzes & Tests menu option button; See Quizzes & Test Listing	X Automatically Graded
Week 7/ Session 14		
Activity		
Check Off		
End of Course Assessments (A Must Do!!!)		
1. Any student who was absent last week should take the <i>End of the Course Assessment Survey</i> . (This is a Must Do!)	Week 7/Session 14 Weekly Materials; Embedded Link	
Career Fair Project Presentations		
2. The CAREER FAIR. Students will present their boards or their career choice websites and conduct their oral reports on their career choice. NOTE: For students who have created a career choice website, see your facilitator about either access to the LCD projector or a computer to showcase your project.	In Class	
Grading of Career Projects		
HOMEWORK: Finalize your Final Exam Assignment. Reminder: Final Exams are due when they enter class, next session.	At Home	
Week 8 / Session 15		
Activity		
Check Off		
FINAL EXAMS DUE!!!		
1. Students need to submit their completed FINAL EXAM Packets are due when students enter class.	In Class	
2. Once all Exam packets have been collected, divide students in their permanent groups and have them complete an in-class PowerPoint activity on what they learned the most from the course and how to improve the course in the future. Give students 45 minutes to complete this task.	Final Exam Menu Option Button for Directions	
Students present their group PowerPoints findings.		
END OF COURSE!!!		