**Vision** - St. Louis Public Schools is the district of choice for families in the St. Louis region that provides a world-class education and is nationally recognized as a leader in student achievement and teacher quality.

**Mission** - We will provide a quality education for all students and enable them to realize their full intellectual potential.

**Insert School Name – Weekly Virtual Learning Planner**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Teacher** | Holland | **Grade** | 10th, 11th, and 12th | **Subject** | Desktop Publishing |
| **Week of** | 9-9-2020 thru 9-11-2020 | **Topic/Title** | Introduction and Class Etiquette and Microsoft Word Review and Navigation | | |

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| --- | --- | --- | --- | --- | --- |
| **Lesson/Topic** | **Lesson Target/Objective** | **Synchronous/Live Instruction** | **Asynchronous Playlist** | **Assessment/Performance Task** | **Due Date** |
| **Lesson 4**  **9/9/2020** | Access MS Teams download documents  Create the flyer by formatting using the Font Group on the Word Ribbon  Create a Flyer using the formatting techniques | Do Now:  Review Classroom Virtual Rules  Access Mindtap tab on MS Teams  Navigation of the Font Group on the Word Ribbon  Format text and Learn the Font Group  Review the formatting video  Download the Instruction and Practice Documents in Teams  Exit Slip | Complete and format the practice document by downloading the instructions and practice document to recreate the flyer | Students will participate in an interactive application and answer questions regarding content via [www.menti.com](http://www.menti.com) | 9/9/20 end of class day. |
| **Lesson 5 9/11/2020** | Access the Mindtap tab in MS Teams  Log into Mindtap and navigate using the app dock  Reade section 1-1 on graphic design  Create a PowerPoint on the major graphic design disciplines | Do Now:  Review Classroom Virtual Rules  Access Mindtap tab on MS Teams  Log into Mindtap (NGLSYNC.cengage.com)  Navigate on the app dock  Utilize Read Speaker  Getting Started Video in Mindtap  Graphic Design definition  Become familiar with major graphic design disciplines  Exit Slip | Create PowerPoint on the major graphic design disciplines see instructions in the Assignment tab on MS Teams | Exit Ticket and uploaded document | 9/11/2020 end of class day |