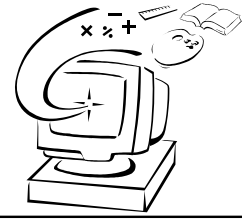


SPREADSHEETS LESSON PLAN



WEEK 10 - DAY 46

Lesson Objectives:

- Demonstrate the ability to utilize a spreadsheet to organize data
- Demonstrate the ability to enter data into a spreadsheet for analysis
- Apply basic spreadsheet development knowledge to create a new document

Materials:

- Scope and Sequence - How to Teach Key Questions
- Resource 10.1 - Excel Tutorial
- <http://www.nba.com/spurs/stats/> (students will use information in the Tutorial)

Instructional Strategies:

- Practical Application
- Independent Practice
- Group Collaboration
- Brainstorming
- Class Discussion

Instructional Flow:

- 1) Introduce students to MS Excel
- 2) Provide each student with the Excel Tutorial.
- 3) Explain to students the uses of a spreadsheet, provide students with some background information on spreadsheets
- 4) Ask students what they think spreadsheets could be used for and how they could use them in their daily lives.

SPREADSHEETS LESSON PLAN



WEEK 10 - DAY 47 & 48

Lesson Objectives:

- Understand the use of math concepts in business
- Plan a pizza sale and use formulas to determine a price structure
- Create a spreadsheet that shows expenses, markup, sales price, income, and profit

Materials:

- Scope and Sequence - How to Teach Key Questions
- Resource 1.4 Big 6 Organizer or Resource 4.4 Cornell Notes
- TechConnect Glencoe Activity 113 (AC113) - Pizza and Profit
- MS Excel

Instructional Strategies:

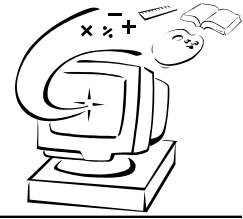
- Practical Application
- Independent Practice
- Group Collaboration
- Brainstorming
- Class Discussion

Instructional Flow:

In this activity, students learn how math is used in business. They learn about percentages and how to calculate costs and use markups to determine price structure. Students then plan a pizza sale to raise money for a class trip. Using data and questions provided on a handout, students create formulas and calculate expenses, markup, sale prices, income, and profit. Note: This activity is the first of two activities in a project about price structures.

- 1) Provide students with an overview of the project as indicated in the AC113 online materials.
- 2) Direct Students to the Online TechConnect Glencoe Activity 113 (AC113) - Pizza and Profit.
- 3) Provide students with the Big 6 Organizer or the Cornell Notes to organize their project.

SPREADSHEETS LESSON PLAN



WEEK 10 - DAY DAY 49 & 50

Lesson Objectives:

- Understand how percents are used to calculate discounts
- Recognize that store owners must increase the number of products they sell to maintain normal profits when they discount prices
- Plan a pizza sale and use formulas to determine a price structure for the sale
- Create a spreadsheet that shows potential discounts and profit margins
- Write an analysis of different sale price scenarios and discounts to use in a sale

Materials:

- Scope and Sequence - How to Teach Key Questions
- Resource 1.4 Big 6 Organizer or Resource 4.4 Cornell Notes
- TechConnect Glencoe Activity 114 (AC114) - Sales, Deals, and Discounts
- MS Excel

Instructional Strategies:

- Practical Application
- Independent Practice
- Group Collaboration
- Brainstorming
- Class Discussion

Instructional Flow:

In this activity, students learn how storeowners calculate profit and discount prices, and use discounts to entice shoppers to buy products at a sale. Students then plan a pizza sale. Students use data from a handout to help calculate discount prices and profit margins using a spreadsheet. They write an analysis of different price scenarios, indicating which sale prices are best for the customers and which are best for the pizza sellers

- 1) Provide students with an overview of the project as indicated in the AC114 online materials.
- 2) Direct Students to the Online TechConnect Glencoe Activity 114 (AC114) - Sales, Deals, and Discounts.
- 3) Provide students with the Big 6 Organizer or the Cornell Notes to organize their project.
- 4) Allow students to complete the project individually or in groups.