


**La Porte High School/ Next Step Outreach Learning**  
**March 25 - 27, 2020**

**La Porte High School CBVI**  
**Week of 3/25/2020 to 3/27/2020**

Teacher/Team:	Ms. Lopez's Community Based Vocational Instruction (CBVI) If there are any questions, please feel free to email me at: <a href="mailto:lopezjen@lpisd.org">lopezjen@lpisd.org</a>
Link to <a href="#">TEAMS Folder</a> Previous Lessons:	 4th/5th CBVI <a href="#">CBVI Period 4th &amp; 5th</a>  7th/ 8th CBVI <a href="#">CBVI Period 7th &amp; 8th</a>
Link to: (Resources)	<a href="#">Typing Club</a> <a href="#">Calculating Gross Pay</a> <a href="#">Vocabulary Unit 9</a>

## Objectives/I Can

On Wednesday, I can recall my personal information and create a daily schedule to follow.

On Thursday, I can recall previously learned vocabulary and access a website to complete an activity.

On Friday, I can log into my school email and calculate the gross pay earned using a calculator.

## Activities

Student Activities: Students will review information previously learned during class, including recalling personal information, getting paid, and calculating gross pay using a calculator. Additionally, students will create a daily schedule and develop typing skills using an online program. Go to our class periods' TEAMS folder.

Look for the following icon:

- CBVI 4th & 5th Period 

- CBVI 7th & 8th Period 

**Wednesday, 3/25/2020**

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**Activity 1: Time Sheet**

1. Complete your time sheet with your personal information
2. Clock in on your time sheet

**Activity 2: Creating a Daily Schedule**

1. Follow the directions to create a daily schedule
2. Fill out the daily schedule
3. Print your daily schedule
4. Take a picture of your daily schedule posted in your house

***Be sure to clock out on your time sheet when you are done with your schoolwork for the day.***

***Thursday, 3/26/2020***

***Be sure to clock in on your time sheet as you begin your schoolwork today.***

**Activity 1: Vocabulary Review**

1. Follow the directions to access the digital activity for the vocabulary from Unit 9, Getting Paid.
2. Complete the FORM to match the vocabulary you reviewed.

**Activity 2: Typing Practice**

1. Follow the directions to access and set up an account for [TypingClub.com](https://www.typingclub.com).
2. Complete 2 lessons on Typing Club.com.

***Be sure to clock out on your time sheet when you are done with your schoolwork for the day.***

***Friday, 3/27/2020***

***Be sure to clock in on your time sheet as you begin your schoolwork today.***

**Activity 1: Email**

1. Follow the directions to access your school email.
2. Reply to the email from Ms. Lopez.

**Activity 2: Calculate Gross Pay**

1. Complete the Calculating Gross Pay work.
2. When you are done, clock out and calculate your total time worked this week. Then calculate your Gross pay for the week.

**Academic/Instructional Support**

Schedule:

*Teacher Support: You can contact Ms. Lopez on our class TEAMS website or by emailing me at [lopezjen@lpsd.org](mailto:lopezjen@lpsd.org)*

Office Hours

I will be available between 8 am and 12 pm, Monday through Friday and as needed 1 pm to 4 pm.

**To Be Graded**

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Assignment for students to submit to TEAMS Folder:

1. Time sheets
2. Daily Schedule

Assignments to be completed and submitted through FORMS:

1. Vocabulary Review Unit 9
2. Calculating Gross Pay

All work is due to Ms. Lopez **no later than**: 3/30/2020 by 8 am

You must submit the following assignments electronically (except by individual arrangement) through TEAMS:

1. Time Sheet
2. Daily Schedule
3. Vocabulary Review for Unit 9 (FORMS)
4. Calculating Gross Pay (FORMS)

You must submit the following assignment by email (except by individual arrangement):

1. Reply to email from Ms. Lopez