



Digital Information Technology (DIT) Segment 1 Pace Chart Spring 2021

Week	Dates	Assignments
		*Highlighted assignments will be submitted for a grade
1	1/26 – 1/29	<input type="checkbox"/> Welcome Assignment (Submit to 4.08 Enrichment Activity) <input type="checkbox"/> 01.00 Introduction <input type="checkbox"/> 01.01 Computer Parts and Pieces
2	2/1 – 2/5	<input type="checkbox"/> 01.02 The Secret Life of Files <input type="checkbox"/> 01.03 Computer Upkeep
3	2/8 – 2/12	<input type="checkbox"/> 01.04 Networks and What They Do <input type="checkbox"/> 01.05 Module One Post-Test
4	2/15 – 2/19	<input type="checkbox"/> 02.00 Introduction <input type="checkbox"/> 02.01 Explore Office Online
5	2/22 – 2/26	<input type="checkbox"/> 02.02 Email Basics <input type="checkbox"/> 02.03 Word Basics
6	3/1 – 3/5	<input type="checkbox"/> 02.04 Layouts and Design Theory <input type="checkbox"/> 02.05 Proofing Before Sending
7	3/8 – 3/12	<input type="checkbox"/> 02.06 Discussion-Based Assessment in Mrs. Livingood's Zoom Classroom
8	3/15 – 3/19 *17th-19th Spring Break	<input type="checkbox"/> 02.07 Module Two Project
9	3/22 – 3/26	<input type="checkbox"/> 03.00 Introduction <input type="checkbox"/> 03.01 Be Ethical
10	3/29 – 4/2	<input type="checkbox"/> 03.02 Success in the Workplace
11	4/5 – 4/9	<input type="checkbox"/> 03.03 Emerging Technologies

12	4/12 – 4/16	□ 03.04 Project Protocol
13	4/19 – 4/23	□ 03.05 Module Three Post-Test
14	4/26 – 4/30	□ 04.00 Introduction □ 04.01 Spreadsheet Basics
15	5/3 – 5/7	□ 04.02 Formatting, Formulas, and Functions
16	5/10 – 5/14	□ 04.03 Data Delivery
17	5/17 – 5/21	□ 04.04 Electronic Warehouse □ 04.05 Discussion-Based Assessment in Mrs. Livingood's Zoom Classroom
18	5/24 – 5/28	□ 04.06 Module Four Project □ 04.07 Segment One Exam

Spring Online DBA Times:

We will NOT be doing phone appointment DBAs.

Please plan to attend an online DBA time. Please be patient. I will call you on the phone in the order that you text me.

Online DBA times and a link to the online classroom are posted on the course homepage.