

## Class Schedule – Spring 2020 – All ONLINE Sections

**NOTE #1:** Any changes to this schedule will be announced in the **Canvas ANNOUNCEMENTS** section for this course as early as possible. **It is your responsibility to maintain the schedule, making changes as necessary so be sure to check the ANNOUNCEMENTS often.**

**NOTE #2:** All Module Quizzes and SAM Exams use Canvas and are **DUE by SUNDAY, 12 MIDNIGHT, Pacific Time** of the week they are listed/due in – no exceptions!

**NOTE #3:** For purposes of this course a **WEEK STARTS on MONDAY and ENDS on a SUNDAY!**

<b>Week</b>	<b>Week of</b>	<b>Topic/Assignment</b>	<b>Assignment(s) Due</b>
1	January 27	Introduction to course, hardware, software, downloading files; Canvas for course info/quizzes	Get the textbook and get started!
2	February 3	Module 1 – Exploring the Basics of MS Windows 10	Get started with Module 1
3	Feb 10	Module 1 – Exploring the Basics of MS Windows 10	Module 1 Quiz, Sunday midnight
4	Feb 17	Module 2 – Organizing Your Files	Module 2 Quiz, Sunday midnight
5	Feb 24	Module 3 – Personalizing Your Windows Experience	<b>SAM Module 3</b> , Sunday midnight
6	March 2	Module 3 – Personalizing Your Windows Experience	Module 3 Quiz, Sunday midnight
7	March 9	Module 4 – Working with the Internet and Email	Module 4 Quiz, Sunday midnight
8	March 16	Module 5 – Protecting Your Computer	<b>SAM Module 5</b> , Sunday midnight
	March 23	SPRING BREAK WEEK	
9	March 30	Module 5 – Protecting Your Computer	Module 5 Quiz, Sunday midnight
10	April 6	Module 6 – Searching For Information	Module 6 Quiz, Sunday midnight
11	April 13	Module 7 – Managing Multimedia Files	Module 7 Quiz, Sunday midnight
12	April 20	Module 8 – Connecting to Networks w/Mobile	Module 8 Quiz, Sunday midnight
13	April 27	Module 9 – Maintaining Hardware and Software	<b>SAM Module 9</b> , Sunday midnight
14	May 4	Module 9 – Maintaining Hardware and Software	Module 9 Quiz, Sunday midnight
15	May 11	Module 10 – Improving Your Computer’s Perform.	<b>SAM Module 10</b> , Sunday midnight
16	May 18	Module 10 – Improving Your Computer’s Perform.	Module 10 Quiz, Sunday midnight
<b>17</b>	<b>Final Exam Week</b>	Final Exam Schedule – See Canvas Announcement	<b>Take Final Quiz</b>

Note: This schedule may be changed as necessary. Dr. Norman 1/13/2020