**LESSON PLANS**

**WEEK OF:** September 16, 2019

**Grade:** 4th Grade

<table>
<thead>
<tr>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>Library Media / Keyb.</strong></td>
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</tr>
<tr>
<td><strong>LA0.4.1; G.O. - Share What You Know</strong></td>
<td><strong>LA5.4.1; G.O.- Frayer Model</strong></td>
</tr>
<tr>
<td><strong>Manners With A Library</strong></td>
<td><strong>About Manners With A Library</strong></td>
</tr>
<tr>
<td><strong>Who is Taking Good Care of Their Library Books?</strong></td>
<td><strong>What Happened to What Marion Knows?</strong></td>
</tr>
<tr>
<td><strong>A Library Book; What Happened to</strong></td>
<td><strong>Maron’s Book</strong></td>
</tr>
<tr>
<td><strong>LA 0.1.1</strong></td>
<td><strong>Additional Notes,</strong></td>
</tr>
<tr>
<td><strong>ใส่คำคั่นและสร้างหน้าใหม่</strong></td>
<td><strong>Websites</strong></td>
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</tbody>
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**Monday:**

- **Assign:** keyboarding posture with home row, other previously learned keys, and F and J keys.
- **Objective:** I can sit with arms relaxed, fingers always over home row; review eyes and the last 3 letters are for alphabetical order by author’s last name.
- **Activity:** Log on to typing.com and practice keyboard shortcuts. Students will create a document in Google Docs; SW practice keyboarding posture with correct technique and accuracy goals for the month of September.
- **assignment:** Begin working on All About Me document.

**Tuesday:**

- **Assign:** keyboarding; review eyes and the first 6 letters are for alphabetical order by last name; practice using shelf markers; review how books are placed for shelf marker; review eyes and how it is used; I can explain why it is useful.
- **Objective:** I can practice keyboarding posture with correct technique and accuracy goals for the month of September.
- **Activity:** Log on to typing.com and practice keyboarding; review eyes and how to use shelf markers; I can explain how library books are organized; I can practice keyboarding posture with correct technique and accuracy goals for the month of September.
- **assignment:** Begin working on All About Me document.

**Wednesday:**

- **Assign:** keyboarding; review eyes and the last 3 letters are for alphabetical order by author’s last name; locate a website; I can use the keyboarding posture with correct technique and accuracy goals for the month of September.
- **Objective:** I can explain how to log in to the computer. I can review how to file an alphabetical call number for a fiction section.
- **Activity:** Review user input: keyboarding; review eyes and how to use shelf markers; I can explain how library books are organized; I can practice keyboarding posture with correct technique and accuracy goals for the month of September.
- **assignment:** Begin working on All About Me document.

**Thursday:**

- **Assign:** keyboarding; review eyes and the last 3 letters are for alphabetical order by author’s last name; practice keyboarding; I can practice keyboarding posture with correct technique and accuracy goals for the month of September.
- **Objective:** I can explain how to log in to the computer. I can review how to file an alphabetical call number for a fiction section.
- **Activity:** Review user input: keyboarding; review eyes and how to use shelf markers; I can explain how library books are organized; I can practice keyboarding posture with correct technique and accuracy goals for the month of September.
- **assignment:** Begin working on All About Me document.

**Friday:**

- **Assign:** keyboarding; review eyes and the last 3 letters are for alphabetical order by author’s last name; practice keyboarding; I can practice keyboarding posture with correct technique and accuracy goals for the month of September.
- **Objective:** I can explain how to log in to the computer. I can review how to file an alphabetical call number for a fiction section.
- **Activity:** Review user input: keyboarding; review eyes and how to use shelf markers; I can explain how library books are organized; I can practice keyboarding posture with correct technique and accuracy goals for the month of September.
- **作业:** Begin working on All About Me document.