

First Name _____

Last _____

9/24/2024

Computer Concepts - Quarter 1 - Week 3 Assignment

Complete the following

Initial

Read	3.3	Printing Files	_____
Watch	3.3.1	Printing Options in Office Applications	_____
Read	3.3.2	Office Printing Facts	_____
Do	3.3.3	Skills Lab: Print Files	_____
Do	3.3.4	Challenge Lab; Print Files	_____
Read	3.4	Navigating Files	_____
Watch	3.4.1	Navigating Through a Word Document	_____
Watch	3.4.2	Navigating Through an Excel Workbook	_____
Read	3.4.3	Navigation Facts	_____
Do	3.4.4	Skills Lab: Navigate Files	_____
Do	3.4.5	Challenge Lab: Navigate Files	_____
Read	3.5	Working with Objects	_____
Watch	3.5.1	Formatting Images	_____
Watch	3.5.2	Formatting Shapes	_____
Read	3.5.3	Object Formatting Facts	_____
Do	3.5.4	Skills Lab: Work with Objects	_____
Do	3.5.5	Challenge Lab: Work with Objects	_____

Instructor Email - sbernard@homelinkyakima.com

Bring your assignment sheet with you each week