



Blessed Sacrament Catholic School

S.Y. 2017 - 2018

BUDGET OF WORK IN COMPUTER 2

QUARTER: 3rd **UNIT TOPIC:** The Computer's Soft Stuff
No. of days: 14
Reference/S: DigiTitans 2

DIRECTION: To **student**, kindly indicate the level of your performance in **each** learning target by putting a (✓)**check** in your choice. See the description below as your guide.

TIME FRAME	LEARNING TARGETS	LEVEL OF PERFORMANCE				
		4	3	2	1	0
Day 1	* Described the Paint.NET graphic user. * Identify the parts of Paint.NET * Demonstrate how to activate Paint.NET					
Day 2 -3	* Discover the editing tools for drawing * Use these tools to create a simple drawing. * Identify pixels in a paint program. * Apply the magnify tool in viewing a drawing					
Day 4 - 5	* Use the magnifier tool in drawing * Draw with pixels					
Day 6 - 7	* Describe the user interface of a spreadsheet program. * Identify the menu and toolbars of a spreadsheet program. * Demonstrate how to move around a work book.					
Day 8 – 10	* Demonstrate how to use a simple formula in MS Excel. * Use formatting tools in MS Excel					
Day 11	* Define Multimedia. * Demonstrate multimedia computing and applications.					
Day 12 – 13 Transfer Task						
Day 14	REVIEW FOR 3 rd PERIODICAL EXAM					

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LEGEND:

- 4 - I know (can do) it well enough to make connections that weren't taught.
- 3 - I know (can do) everything that was taught without making mistakes.
- 2- I know (can do) all the easy parts, but I don't know (can't do) the harder parts.
- 1- With help, I know (can do) some of what was taught.
- 0 - I don't know (can't do) any of it.

