



BUSINESS ESSENTIALS

Mrs. Cathy Dowd, ITSC

MRS. DOWD'S CLASSROOM RULES

- Arrive on time
- Cell phones on table
- Always need agenda
 - *Bathroom 1st or last 2 minutes of class*
- No standing at the door
- Respect classmates & me
- No gum permitted



WHAT IS THIS COURSE ABOUT?



- Life's lessons
- Determined by your research
- Guided by me
 - No "Sage on the Stage"
- Working together
 - Collaborating, sharing
- Going **Green**
- Technology skills needed

END OF CLASS



- Always Log Off the computer
- Chairs pushed in
- Any materials used are put away

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