

Name: \_\_\_\_\_

Date: \_\_\_\_\_

### Week 1 and 2 Assignments

	Typing Test
	Thrilling Speed
	Paris
	Reid Construction
	University Animal Clinic
	Pre Game Party
	Word Exercise
	Paragraph lecture
	3 Paragraphs
	Short Biography paper
	Word Project 2 - Biometrics
	5 paragraph paper – kitchen report
	Professional Letter
	3 Professional Emails
	Review on Thursday
	Quiz on Friday

### Bonus

	Voice Recognition Training
	Train a Chef in Word Processing
	Make a training document with screen captured or other digital images
	Create a menu in Word to match a restaurant menu
	Write a professional article on a chef / publish
	Write a professional article about your experiences as a culinary student / publish
	Write your current resume including cooking and costing skills
	Request a pass for the Fabulous Food Show in Cleveland Ohio November 14-16