**Lesson Plan: Create Work Flyers**

**Objective:**

Teach students how to make a work flyer using Google Docs, and allow them to make their own flyer customized to their own work.

**Materials Needed:**

* Ditto last week, computer lab is set up

**Lesson Plan:**

1. **Introduction (10 minutes)**

* Set up students on computers
* Help them log in
* Greet students
* Offer students coffee, water, food

1. **Flyer Instruction (60 minutes)**

* Walk students through, by creating it on my own and displaying on the projector, how to make a work flyer.
* Pass out example flyer (in lesson folder)

1. **Individual Work (30 minutes)**

* Allow students to customize and work individually on their projects
* If they’d like to use the computers for another purpose, this is their opportunity to use our computer lab to do this.

1. **Printing (10 minutes)**

* Allow students, if they’d like, to print their flyers
* They can print whatever they’d like as well, that’s a service we’re providing

1. **Closing Remarks (10 minutes)**

* Inform students of the next class the following Saturday at 10am
* Offer them food / drink for the road, and help with any last minute problems