August 2016

Mon	Tue	Wed	Thu	Fri
22 Elizabeth Arden	23 Mary Kay Ash	24 Michael Bloomberg	25 Adolphus Busch	26 Walter P. Chrysler
Handbook Review, Calendar Distribution, AET Set-up	Resume & Mock Interview Prep	Professional Dress & Grooming Lecture Continue Working on Resume	Phone Call Activity Active Listening Lecture/ Activity Resume DUE	Handbook QUIZ Mock Interview (Professional dress)
29 Elisabeth Claiborne	30 Richard W. Clark	31 Ben Cohen		
Non-Verbal Communication Lecture & Activity	Verbal Communication Lecture Verbal Communication Activity	Career Exploration		

September 2016

Mon	Tue	Wed	Thu	Fri
			1 Michael Dell	2
			Career Exploration	All Campuses—HPAPC Signed Training Plan Due
				No job—Drop the class
5	6 Walter Disney	7 Arthur C. Dorrance	8 Pierre S. DuPont	9
NO School	Uniform Fashion Show & Photo Shoot Complete Non-Verbal Communication	Employee / Employer Relations	Safety & Sanitation Review & Activity	PWSH—Comm. Garden PSHS—HFM PESH—HPAPC
12 Jack M. Eckerd	13 Otto H. Falk	14 Debra J. S. Fields	15 Harvey S. Firestone	16
Cultural Diversity	Guest Speaker on	OSHA Training	OSHA Training	PW/SH—Comm. Garden PSHS—HPAPC PESH—HFM
19 Donald G. Fisher	20 Donald V. Fites	21 Henry Ford	22 William H. Gates III	23
OSHA Training	OSHA Training	Tool ID & Safety	Tool ID Flashcards	PWSH—HPAPC PSHS—Comm. Garden PESH—HFM
26 Daniel F. Gerber	27 Tom M. Girdler	28 Walter A. Haas	29 Joyce C. Hall	30
LDE Information LDE Script Writing	LDE Script Writing	Shop/Clinic Planning	Shop/Clinic Planning	PWSH—HFM PSHS—HPAPC PESH—Comm. Garden

October 2016

Mon	Tue	Wed	Thu	Fri
3 Erle P. Halliburton Clinic/Shop Planning Project Due Portfolio Introduction	4 Henry J. Heinz Goal Setting Sign up for Site Visit	5 1st Day at Work Site	6	7
10 NO School	11	12	13	14 The Floral Industry Vocab Due
17	18	19	20 Class Meets- Flower Delivery	21 The Floral Industry Vocab Quiz
24	25	26	27	28 Care & Handling Vocab Due
31 Class Meets Project, Time Card, Evaluation Due; Sign up for visit; Project Assigned				

November 2016

Mon	Tue	Wed	Thu	Fri
	1	2	3	4
				Care and Handling Vocab Quiz
3	11	9	10	11
				Design Principles Vocab Due
4	15	16	17	18
		Class Meets- Flower Delivery		Design Principles Vocab Quiz
21	22	23	24	25
Thanksgiving Break—Stu		ork for Practicum. Students shou noliday work schedule, if neede	ld have a conversation with supe d.	ervisor to determine a
28	29	30		

December 2016

Mon	Tue	Wed	Thu	Fri
			1	2
				Design Elements Vocab Due
5	6	7Class Meets-	8	9
		Flower Delivery		Design Elements
		Project, Time Card, Evaluation Due; Projec Assigned	ct	Vocab Quiz
2	13	14	15	16
	FINALS	FINALS	FINALS	FINALS
			Class Mee	its
9	20	21	22	23
Winter Break—	-Students are not required to wo	k for Practicum. Students should have work schedule, if needed.	e a conversation with super	visor to determine a holiday
26	27	28	29	30
		Winter Break		

January 2017

Mon	Tue	Wed	Thu	Fri
2 NO School	3	4	5	6 Design Elements Cont Vocab Due
9	10	11	12	13
16 NO School	17	18	19 Class Meets- Flower Delivery	20 Design Elements Cont Vocab Quiz
23	24	25	26	27 Corsage & Bout Vocab Due
30	31			

February 2017

Mon	Tue	Wed	Thu	Fri
		1	2	3 Corsage & Bout Vocab Quiz
6	7	8	9 Class Meets- Flower Delivery Project, Time Card, Evaluation Due; 5th 6 weeks Project Assigned	10 Wedding Work Vocab Due
13	14	15	16	17 Wedding Work Vocab Quiz
20 NO School	21	22	23	24 Sympathy Vocab Due
27	28			

March 2017

Mon	Tue	Wed	Thu	Fri
		1	2	3 Sympathy Quiz
6 Spring Break—Student	7 is are not required to work for	Practicum. Students should have work schedule, if needed.	9 a conversation with supervisor t	10 to determine a holiday
13 Class Meets- Flower Delivery	14	15	16	17 Pricing & Displays Vo- cab Due
20 NO School	21	22	23	24 Pricing & Displays Vocab Quiz
27	28	29	30	31 Indoor Plants Vocab Due

April 2017

Mon	Tue	Wed	Thu	Fri
3	4	5	6	7 Indoor Plants Quiz
10	11	12 Last Day at Work Site	13 Class Meets –Flower Delivery Project, Time Card & Evaluation Due	14 NO School
17 NO School	18 Ethics	19 What Would You Do? Video	20 Relationships	21 Responsibility
24 Leadership	25 Office Practices	26 Problem Solving / Critical Thinking	27 Problem Solving / Critical Thinking	28 Teamwork

May 2017

Mon	Tue	Wed	Thu	Fri
	2	3	4	5
NO School	Decision Making	NASA Assignment Interpersonal Skills	Introduce 7 Habits	All campuses—HFM
8	9	10	11	12
Habit #1	Habit #2	Habit #3	Habit #4	All campuses—HFM
15	16	17	18	19
Habit #4	Habit #5	Habit #6	Habit #7	All campuses—HFM
			Flower Delivery	
22	23	24	25	26
7 Habits Review / Test Shop Model	Shop Model	Shop Model	Shop Model	All campuses—HFM
29	30	31	June 1	June 2
NO School	FINALS	FINALS	Class Meets FINALS	FINALS