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| **Date Completed** | **Artifact** |
| Click here to enter text. | Student Course Reflection |
| Click here to enter text. | EP-1 Email Communication |
| Click here to enter text. | EP-2 Personal Letterhead w/ Footer |
| Click here to enter text. | EP-3A Block Format Business Letter |
| Click here to enter text. | EP-3B Envelope |
| Click here to enter text. | EP-4 Business Card |
| Click here to enter text. | EP-5 Tri-fold Travel Brochure |
| Click here to enter text. | EP-5 Reflection |
| Click here to enter text. | EP-6 Registration Form |
| Click here to enter text. | EP-7 Resume (Table) w/ and w/o Gridlines |
| Click here to enter text. | ~~EP-8 Purchasing a Computer~~ |
| Click here to enter text. | EP-9 Digital Citizenship |
| Click here to enter text. | **EP-10 MS Excel Spreadsheet w/ Calculations and Graphs** |
| Click here to enter text. | EP-10 Reflection |
| Click here to enter text. | EP-11 MS Word & Excel Integration |
| Click here to enter text. | EP-12 Money$KILL Certificate of Completion |
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