

## BUS 315 Due Dates and Accomplishments You Can't Forget

- Oct. 12      Must have completed and uploaded Lessons 1-12 (**not accepted late**)
- Nov. 16      Must have completed and uploaded Lessons 13-20 (**not accepted late**)
- Dec 14      Last day of class—**no work accepted after this date**  
                Must have completed and uploaded:  
                MAP (GDP software—no text)  
                Skillbuilding Progressive Practice (begins on pg SB-7)  
                ***Must improve by at least 4 WPM (only allows so many tries per day)***  
                Supplementary Timed Writings #1 & #2 (begins on pg SB-28)  
                Must pass at least one 3-minute writing with no more than 3 errors on  
                both Timed Writings #1 and #2—average of highest #1 and #2 will  
                determine points (see syllabus for breakdown)