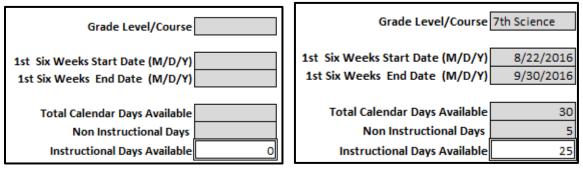
Cells shaded in gray are input fields. Input the required information to calculate available instructional days, total number of days in TEKS Resource System units, and the remaining	Grade Level/Course	A negative balance indicates that more instructional days are needed than are available .								
	Total Calendar Days Available	· · · · · · · · · · · · · · · · · · ·								
	Non Instructional Days	A new holenes indicates that								
	Instructional Days Available 0									
Unit Numbe	er/Title Days in Unit									
	Non Instructional Days									
	Balance									
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1st 6 Weeks 2nd 6 Weeks 3rd 6 Weeks	s 4th 6 Weeks 5th 6 Weeks 6th 6 Weeks	s Local YAG 🕀								

Use your Year At a Glance as you fill out the YAG-O-Matic. Also have your school calendar to have the realistic view on hand.

- These top boxes require the exact information they state next to them: Grade level & course, start and end dates of the six weeks.
- On the Total Calendar Days Available, do not count holidays or weekends.
- Non Instructional Days include the following: (any days that you will not be able to teach) picture days, pep-rally days, assembly days, and test days.
- The Instructional Days Available are the total number of calendar days available minus the Non Instructional Days. This will self-populate in the white box.
- In the example (on the right) I put in five non-instructional days: 3 assessments, 1 pep rally and 1 back to school assembly.



AUGUST 2016							August 2016			
S	M	Т	W	Т	F	S	15 Work Day			
_	1	2	3	4	5	6	16 Staff Development			
7	8	9	10	11	12	13	17 Staff Development			
14	15	16	17	18	19	20	18 Staff Development			
21	22	23	24	25	26	27	19 Staff Development			
28	29	30	31				22 First Day of School			
	5	SEPTE	EMBE	R 201	6		September 2016 End of Rist 6-Weeks (30 days			
S	М	Т	W	Т	F	S				
				1	2	3	October 2016			
4	5	6	7	8	9	10	3 Beginning of Second 6-Weeks			
11	12	13	14	15	16	17	10 Staff Development-(Holiday)			
18	19	20	21	22	23	24				
25	26	27	28	29	30					
20	20									

• This next section, you will have to look at your YAG to see what the lengths of the units will be.

1st Six Weeks
Unit 01: Science Safety and Procedures (5 days for the entire unit) 7.1A, 7.4A, 7.4B
Unit 02: Flow of Energy (13 days for the entire unit) 7.1A, 7.1B, 7.2B, 7.2C, 7.2E, 7.4A, 7.4B, 7.5A, 7.5B, 7.5C
<u>Unit 03: Force and Motion (9 days for the entire unit)</u> 7.1A, 7.2A, 7.2C, 7.2D, 7.2E, 7.4A, 7.4B, 7.7A, 7.7C

• Unit 1 is scheduled for 5 days, Unit 2 for 13 and Unit 3 for 9.

Unit Number/Title	Days in Unit
1- Science & Safety Procedures	5
2- Flow of Energy	13
3- Force and Motion	9
Total Days in Units	27
	,
Instructional Days Available	25
Balance	-2

- Currently, the balance is in the pink. This indicates that more instructional days are needed than are available.
- You should click on the 2<sup>nd</sup> -6<sup>th</sup> 6 weeks to find out how many days total will be needed. Once you look at the Local YAG tab, located at the bottom of the spreadsheet, you will be able to begin moving days around.

Grade Level/Course		7	th Science							
First Semester	Start	End			Second Se	emester	Start	End		
1st Six Weeks	8/22/2016	9/30/2016		# of Days	4th Six W	eeks	1/0/1900	1/0/1900		# of Day
1- Science & Safety P	rocedures			5						
2- Flow of Energy				13						
3- Force and Motion				9						
		Days Needed		27				Days Need		
		Days	s Available	25				Days Available		
		Balance		-2					Balance	
2nd Six Weeks	1/0/1900	1/0/1900		# of Days	5th Six W	eeks	1/0/1900	1/0/1900		# of Day
		Da	0					s Needed		
		Days Available Balance		0				Days	Available	
				0				Balance		
3rd Six Weeks	1/0/1900	1/0/1900		# of Days	6th Six W	eeks	1/0/1900	1/0/1900		# of Day
		Da	ys Needed					Day	s Needed	
		Days Available						Days	Available	
			Balance	0					Balance	
	Total D	ays Needed ir	Semester	27			Total Days Needed in Semester			
	Total Da	ys Available ir	Semester	25			Total Days Available in Semester			
		Semest	er Balance	-2				Semeste	er Balance	
		То	tal Days Ne	eded in S	chool Year	27				
		Tota	al Days Ava	ilable in S	School Year 25			School Year Balance		-
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All Rights Reser			n In Whole	or In Part 4th 6 W		or Permissio h 6 Weeks	n Violates Fede			+)

• Only the first 6 weeks is filled in. As you can see the School Year Balance (bottom right-hand corner) will reflect the totals from each of the six weeks.