

**Intro to Digital Technology
Maynard Jackson High School
Fall Semester 2013**

Instructor: Akiba Gilbert
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Course Description:

Introduction to Digital Technology is the foundational course for Web & Digital Communications Pathway. This course is designed for high school students to understand, communicate, and adapt to a digital world as it impacts their personal life, society, and the business world. Exposure to foundational knowledge in hardware, software, programming, web design, IT support, and networks are all taught in a computer lab with hands-on activities and project focused tasks. Employability skills are integrated into activities, tasks, and projects throughout the course standards to demonstrate the skills required by business and industry. Competencies in the co-curricular student organization, Future Business Leaders of America (FBLA), are integral components of both the employability skills standards and content standards for this course.

Expected Course Outcomes:

By the end of this course, students will be able to:

IT-IDT-1 Demonstrate employability skills required by business and industry.

IT-IDT-2 Explore, research, and present findings on positions and career paths in technology and the impact of technology on chosen career area.

IT-IDT-3 Demonstrate effective professional communication skills (oral, written, and digital) and practices that enable positive customer relationships.

IT-IDT-4 Identify, describe, evaluate, select and use appropriate technology.

IT-IDT-5 Understand, communicate, and adapt to a digital world.

IT-IDT-6 Explore and explain the basic components of computer networks.

IT-IDT-7 Use computational thinking procedures to analyze and solve problems.

IT-IDT-8 Create and organize webpages through the use of a variety of web programming design tools.

IT-IDT-9 Design, develop, test and implement programs using visual programming.

IT-IDT-10 Describe, analyze, develop and follow policies for managing ethical and legal issues in the business world and in a technology-based society.

IT-IDT-11 Explore how related student organizations are integral parts of career and technology education courses through leadership development, school and community service projects, entrepreneurship development, and competitive events.

Textbook(s)

Starting from Scratch: An Introduction to Computing Science; and online resources.

Readings from content-related online resources, journals, magazines, and other resources will be required. These will be provided to students in a timely manner.

All class information will be provided on the class website www.msgeesclass.org. Students are to reference this site daily for class assignments, announcements, class blog updates, etc.

Classroom Culture

Albert Einstein once said, "Logic will get you from A to B. Imagination will take you everywhere." Because creativity is the basis of technology, Ms. Gee's Class will challenge you and require the use of your imagination to create solutions to challenging problems. During our creative journey, please be mindful of the golden rule - Treat your classmates and your teacher, the way you want to be treated. Cheating, plagiarism, and disrespect will not be tolerated. Positively motivating yourself and your classmates is strongly encouraged. Additionally, it is the goal of Gee Tech Industries to prepare students for an international business environment. Students are expected to step outside of their comfort zones and conduct themselves as professional business men and women at all times. Please reference "Gee Tech Industries Employee Procedures."

Required Class Supplies

- Pen (black or blue ink only)
- Pencil
- Flash drive/Jump drive to save computer assignments
- Binding Folder for the following items:
 - Syllabus; Gee Tech Industries Employee Procedures; Vocabulary; Student Assignment Checklist/Rubrics

Make-up Work

It is your responsibility to request your make-up work and the date that it is due. You can make-up assignments if you have finished your daily assignment early or during tutorial times. Missed assignments must be made up within three (3) school

days. You can look for assignments on the class website. Retrieving missed assignments must be done the day you return to school. Make up work will **not** be given if you are present in class and **CHOOSE NOT TO DO THE WORK.**

Tardiness, Class Cutting and Suspension

The student should arrive to class on time. If a student accumulates excessive tardiness, the student will be referred to school administrators. You **MUST** have a tardy **PASS** when entering the classroom. If the student cuts class, the student will not be allowed to make up missing work. A suspended student must follow all school guidelines to ensure that they have the assignments that will be covered during their suspension. Students who are suspended must also follow the procedures listed above under the heading "Make-up Work."

Grading and Evaluation

<i>Category Weight</i>		<i>Grading Scale</i>
Bellbusters / Exit Tickets	10%	100 – 90 A
Daily Class-work	25%	89 – 80 B
Class Projects	20%	79 – 70 C
Class Participation	10%	0 – 69 F
Test / Quizzes	20%	
Final Exam	15%	

Tutorial and Open Lab Hours

After school tutorial and open lab hours are offered for remediation or enrichment on Tuesdays - Thursdays from 3:30p.m. – 4:30 p.m. Additional tutorial is also available *upon request by student or parent* outside of scheduled tutorial times. Please see Ms. Gilbert for more information.

Conferences

Parent support is always welcome. Parents are welcome to visit during instructional periods and if desirable, volunteer within the classroom. Although prior notice and appointment times are preferred, they are not required. Please have your parents contact Ms. Gilbert for more information or to set up an appointment time for conferences.

*******Classroom Contract*******

- LISTEN WHEN INSTRUCTIONS ARE BEING GIVEN!!! FOLLOW DIRECTIONS THE FIRST TIME THEY ARE GIVEN!**
- BE RESPECTFUL OF OTHER PEOPLE’S SPACE, IDEAS, AND COMMENTS.**
- NO FOOD OR DRINK ARE ALLOWED IN COMPUTER LAB.**
- APPLICABLE TECHNOLOGY USAGE AT APPROPRIATE TIMES ONLY.**
- RESPECT RESTROOM PRIVILEGES.**
- BE COURTEOUS OF THE SPEAKER WHEN HE/SHE HAS THE FLOOR.**
- FREEDOM OF SPEECH IS HONORABLE AS LONG AS IT IS APPROPRIATE FOR THE CLASSROOM SETTING AND/OR DISCUSSION.**
- STUDENTS HAVE THE RIGHT TO RECEIVE HELP AND MAKE UP WORK IF NEEDED.**
- LESSONS ARE TO BE INTERESTING, FUN, AND REAL WORLD APPLICABLE.**
- BE YOURSELF!**

*******Penalties for Breach of Contract*******

(To be served concurrent or consecutively)

- Verbal Warning
- Loss of Privileges
- Isolation or Time Out
- Temporary Removal from Class Activity
- Notification of Parents
- In Class/ After School Detention
- Administrative Detention/Saturday School
- Parent Conference
- Temporary Placement in an Alternative Education Program
- Out of school Suspension
- In-School Suspension

Final Note

Every student can be successful in this class because every student is a genius!! What kind of genius are you? Most importantly, will you let your genius shine through?

THIS SYLLABUS SHOULD BE PLACED IN YOUR CLASSROOM FOLDER

Sign _____ Date _____