

ORIENTATION: Engineering and Technology & Business and Computer Technology

Ms. Houston, Instructor
Austin Road Middle School

WELCOME!



TOPICS TO BE COVERED



- Classroom Procedures
- Classroom Policies
- Student Expectations
- Communication
- Course Description and Units
- Student Organizations

Classroom Procedures

Getting Ready for Class

- Line up quietly out side of the door
- Enter the classroom when directed
- Do not enter the classroom if the teacher is not in the classroom
- Be prepared and have pen / pencil & folder with paper available

In The Classroom – The Attention Signal

- **The Clap**
- **Standing in front of the stadium seating**

In The Classroom – Whole Group

- Wait for recognition before speaking
- Always be respectful of others
- Side conversations are prohibited
- Follow teacher instructions

In The Classroom – Small Group

- Move swiftly to designated area when directed
- Adhere to designated role responsibilities
- Always be respectful of others
- Follow teacher instructions

Classroom Procedures

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Classroom Policies - Grading

Student grades consists of the following:

- ❖ Class participation 20%
- ❖ Notebook checks 5%
- ❖ Quizzes 25%
- ❖ Assessments / Projects 35%
- ❖ Final Exam (percentage of over all grade) 15%

A = 90 – 100 B = 80 – 89 C = 74 – 79 D = 70 – 73 F = Below 70

QUESTIONS?



Classroom Policies – Classwork, Homework, and Make-up work

- ❖ Classwork – all student should be completed and submitted on time; the school's policy for late work will be enforced
- ❖ Homework - students will rarely receive homework
- ❖ Make-up - students will be responsible asking for their missing assignments upon their return from absence; students will be given the same number of days absent up to a maximum of 3 days to make up an assignment; the assignment can only be made up if the absence is excused by the school and the student shows an approved excuse to the teacher
- ❖ Students will not be permitted to leave class to obtain a school excuse from the attendance office.
- ❖ If a student is absent on the day that an assignment is due, the assignment will be due on the first day the student returns (only with an office approved excuse)

Classroom Policies – Personal Devices, Computer Etiquette

Personal Devices

- ❖ Are not permitted in the classroom
- ❖ Exception: the dismissal class; the devices SHALL REMAIN OFF and not on the student's person

Computer Etiquette

- ❖ Students shall not visit websites that are not authorized by the teacher; visiting these websites will result in the appropriate disciplinary action along with the loss of computer privilege for 30 minutes of class time – an alternate written assignment will be given.
- ❖ Students shall not write on workstation desks or rearrange the keys on the keyboards
- ❖ Food, candy, gum or drinks are strictly prohibited; violators will result in a disciplinary action

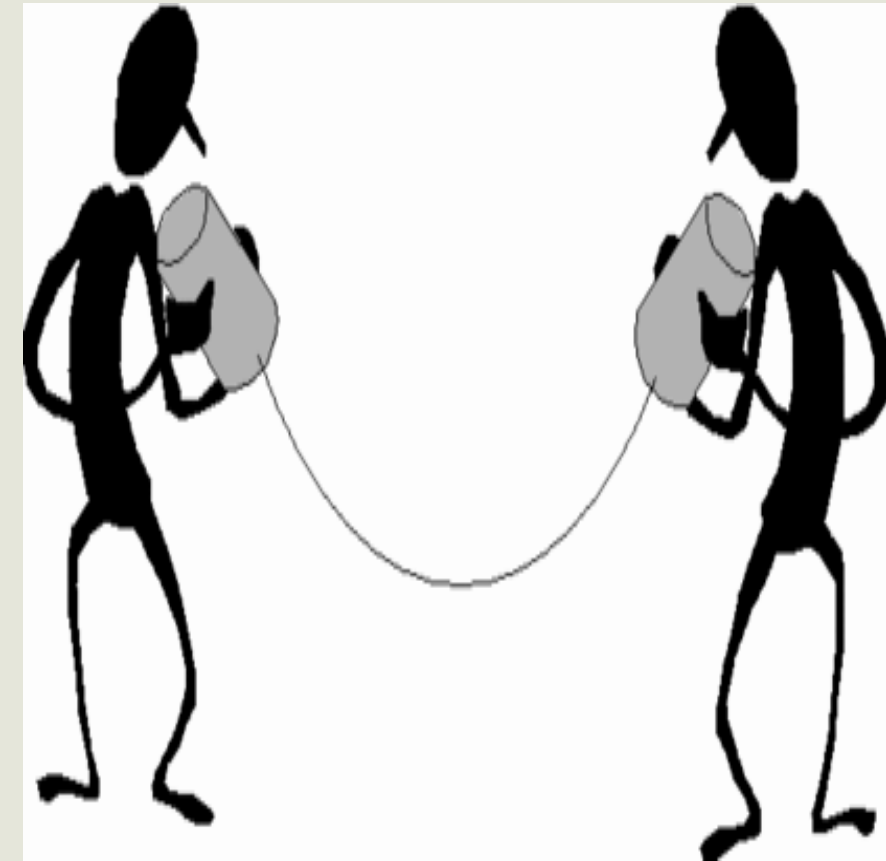
Classroom Policies – Attendance, Tardies



Attendance – Students are expected to attend class everyday. If you are absent, be sure to get an excused absence so that you may receive your make up work. Students will be given a maximum of three (3) days to make up assignments.

Tardies – Students who are habitually late to class will be addressed.

Classroom Policies – Communication



Communication

Communication is essential to student success. Communication will be used to convey student commendations and performance or behavioral issues/concerns. Communication will be achieved in the following manner:

- ❖ Face to face – teacher / student; teacher / parent/ student
- ❖ Email / agenda note – teacher / parent
- ❖ Phone – teacher / parent or teacher / student/ parent

Classroom Policies – Bullying



Simply put:

Bullying of any kind is **not tolerated**.

If you feel that you are being bullied,
report it to a teacher.

Classroom Policies – Discipline



Discipline will be handled in accordance with Austin Road Middle School JAG Bite system and the Henry County Schools handbook.

Student Expectations



- **Listen** to and Follow Directions
- **Arrive** on time and be prepared
- **Raise** your hand before speaking and asking questions
- **Respect** others and respect the property of others
- **Practice** good citizenship
- **Practice** proper safety in the laboratory and classroom
- **Give** your best effort on all assignments; complete and turn them in when they are due
- **Keep** your work area neat and clean
- **Food, drink, and gum are not permitted** in the laboratory or classroom
- **Follow** all rules in the Henry County Schools Student / Parent Handbook
- **When** in doubt, ask the teacher

What You Will Learn – Engineering and Technology

- ❖ Work Ethics / Engineering Ethics
- ❖ Introduction to Engineering
- ❖ Introduction to Industrial Design
- ❖ History of Product Design
- ❖ Engineering in Society
- ❖ Careers in Engineering
- ❖ Engineering Approaches to Product Design
- ❖ Universal Systems Model
- ❖ Reverse Engineering
- ❖ Design Tools
- ❖ Mechanisms – Simple Machines
- ❖ Human Factors Engineering
- ❖ Performance Projects
- ❖ Leadership Skills

What You Will Learn – Business and Computer Science

- ❖ Digital Citizenship (Internet)
- ❖ Computer Fundamentals
- ❖ Keyboarding
- ❖ Computer Applications
- ❖ Careers
- ❖ 21st Century Skills

STUDENT ORGANIZATIONS

Technology Student Association (TSA):

- ✓ An organization that is open to all Engineering and Technology students (past and current). Georgia TSA prepares its members to be successful leaders in a technological society through co-curricular activities like communication, leadership, teamwork, and competitive skill development.
- ✓ Students are exposed to leadership learning and opportunities through officer participation, committee participation, and leadership activities that are incorporated into the classroom and/or chapter meetings.
- ✓ Offering over 70 competitive events for middle and high school students, TSA events appeal to a wide audience. Events include website design, dragster design, engineering, biotechnology and more!
- ✓ Tech Day October 12th

Science Club:

- ✓ Offers students an opportunity engage and apply scientific principles in a fun way.

QUESTIONS?



Last Thoughts.....

Austin Road Middle School will cultivate an environment for creativity, innovation and leadership where we exceed expectations everyday.