Syllabus

History of Computers Grade 7

Instructor: Mr. Black

Greetings,

I am looking forward to getting to know and to teach each and every one of you this marking period! Computer Applications will be a class that helps you sharpen your writing, researching, and creative skills! We will have many fun projects and Web Quests this marking period that will require effort and responsibility on your end. Together we will walk this path, and together we will learn from one another.

Classroom Procedures:

1. Enter class quietly and prepared (Time Sheet, Research, Pencil, and Paper).
2. Take your assigned seat and answer the Do Now or Activating Question
3. Be respectful and courteous at all times.
4. No surfing the web, checking YouTube, Tumblr, Twitter, or ANY social media. You will get one warning, after that I will write referrals.
5. No Music or Headphones on unless I give you permission to do so, once again, one warning then a referral.
6. No Cell Phones at all. One Warning to put it away, after that is a referral.
7. Check your attitude at the door; enter class with a positive attitude, ready to learn.

You will be using the following programs throughout this course:

Internet Explorer

* Google
* Microsoft Office
* Microsoft PowerPoint
* Microsoft Word
* Edmodo

These are just a few of the programs we will explore, but these will be the programs we are using the most frequently.

Every week you will be responsible for turning in Time Sheets to me, these sheets are a way for you to keep track of the work you complete in class for the week. Each Time Sheet is worth 25 points, and they are due at the END OF EACH WEEK. Think about it: 9 weeks per marking period; 9x25 =225 points just for keeping track of your work!

\*ITS IN YOUR BEST INTEREST TO TURN THESE IN EVERY WEEK BECAUSE THEY ADD UP! STUDENTS HAVE FAILED MY COURSE BECAUSE THEY DIDN’T TURN IN TIME SHEETS!

\*They will be available at the beginning of each week and time sheets are your responsibility to complete, I will remind you twice a week but no more!

You will be graded upon the following:

* Time Sheets
* Tests/Quizzes
* Projects
* Class Room Participation

I hope you all enjoy this class! It is meant to be a fun and exciting class!