

Sixth Grade Technology – 2017-2018

Mr. Campbell

	Detail
Class Objectives	<ul style="list-style-type: none"> • Students will have a proficiency in the various software components that are used at E.V. Cain. • Students will have a proficiency in basic application use, including typing, graphics, word processing, presentation, and spreadsheet. • Projects include, but aren't limited to, the following: <ul style="list-style-type: none"> ✓ Using Microsoft Office programs Word, PowerPoint, and Excel. ✓ Using Google Applications : Classroom, Drive, Doc, Sheets, and Slides ✓ Morphing software ✓ Gimp graphics software ✓ Typing
Class work and Homework	<ul style="list-style-type: none"> • Homework is kept at a minimum. Many assignments use Google Apps for Education and can be accessed from home. If the student is behind or has been absent from class they are expected to take advantage of this. • Late assignments will NOT be accepted for credit. This is a project based course; all assignments must be completed for the student to receive full credit. Partially completed assignments MUST be turned in on time in order to receive credit. Exceptions are only made for excused absences. • Missing assignments have a zero value, and will <u>seriously</u> affect a student's overall grade.
Classroom Expectations	<ul style="list-style-type: none"> • Upon entering, students are expected to be seated and logged in with backpacks put away within 2 minutes of entering. • Obey school and classroom rules – Safe, Respectful, and Responsible. • Be safe, respectful, polite, and courteous to others • Be prepared to explore and experiment with any given assignment. • The 3rd tardy (entering the class after the tardy bell) will result in a lunchtime detention.
Grading	<ul style="list-style-type: none"> • Each student will be graded using a weighted grading system: <ul style="list-style-type: none"> • Projects/Assignments – 60% • Skill building – 30% • Typing – 10% • Overall weighted grades are determined on a percentage basis: <ul style="list-style-type: none"> ○ 90-100% = A ○ 80-89% = B ○ 70-79% = C ○ 50-69% = D ○ 49% or below = F • Grades will be available online.
Materials	Each computer will have headphones that are shared between classes – student headphones or ear-buds can be used instead.
Parent Expectations	<p>Home use of computers is encouraged to reinforce the child's learning. Even if you do not have the same hardware or software as in the classroom. Since hardware and software change frequently, the major outcome is the process of how to use the computer, not the specific use of any hardware or software.</p> <p><u>Suggested Donation:</u> There is a suggested lab fee donation of \$10 to offset the costs of the materials used in the classroom.</p>
How to Contact	<p>If you have any questions or concerns, please don't hesitate to contact me at</p> <p style="text-align: center;">Email: rcampbell@auburn.k12.ca.us</p> <p style="text-align: center;">Phone: 745-3375</p> <p>Please also check information on my website at http://campbell.teachur.com This website contains the assignments and tutorials on how to use many of the applications we use in class.</p>

Mr. Campbell's Computer Class Expectations

	Safe	Responsible	Respectful
Entering Class	<ul style="list-style-type: none"> • Allow the person in front of you to safely enter the class by keeping your hands, feet, and objects to yourself • Store backpacks under your desk and out of walk areas – or place them in an open cubby when you come in 	<ul style="list-style-type: none"> • Be on time • Be in your seat, logged onto the computer, and started on your project within 2 minutes of the bell. • Keep food and drinks in your backpack • Keep personal electronic devices turned off 	<ul style="list-style-type: none"> • On task as you enter the classroom
During Lectures	<ul style="list-style-type: none"> • Stay seated at your computer 	<ul style="list-style-type: none"> • Do not work on your computer unless requested to do so • Participate in class discussions • Listen while others are talking • Ask questions if you don't understand 	<ul style="list-style-type: none"> • Allow others to be heard by not talking during the lecture • Face in the direction of the person talking and away from the computer • Quietly raise your hand if you have a question or comment • Respect the comments of others
During Work Time	<ul style="list-style-type: none"> • If you need to move away from your seat, do so by getting up out of your seat and going to your destination – DO NOT slide in your chair. 	<ul style="list-style-type: none"> • Keep working on your project for the entire class period • It is OK to work out computer problems with others, especially if Mr. Campbell is helping another student. Do not sit and wait for someone to help you. • Make your bathroom visits from 10 minutes after the start of class until 15 minutes before the end. Only one student may be out at any one time. • Place your name on any projects 	<ul style="list-style-type: none"> • Take out headphones or ear buds when Mr. Campbell is talking to the class • Return borrowed supplies when you are done with them • Allow others to join in to your group conversations
Exiting Class	<ul style="list-style-type: none"> • Collect any trash in your immediate area and throw it away. • Report any broken equipment • Allow the person in front of you to safely exit the class by keeping your hands, feet, and objects to yourself 	<ul style="list-style-type: none"> • Return any borrowed equipment • Don't forget your personal supplies and help others do the same 	<ul style="list-style-type: none"> • Do not log off or pack up by the clock on the computer. The analog clock on the wall is the one the bell will ring by.