American High School

Media Arts and Information/Communication Technology 2020-2021

Mr. Holcomb

Instructor:

Mr. Holcomb
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(510) 796-1776 X57501
The best way to reach me is through email.
Office hours are Monday-Friday 8-9am (Most Mondays I'm in meetings from 8-9am)

Website:

www.mrholcomb.com

Course Description:

IT-Technology is a one semester, five (5) unit class in which students will use Microsoft Office and learn how to use Google Tools for the digital classroom. Students will also become familiar with the different types of computer hardware and software. Students will gain an understanding of how a computer works. Students will also learn the basics of computer networking, computer programming and the concept of a client-server relationship. There will be no required textbook for this class.

Grading:

Grades will be awarded as follows:

Quarter Grade Percentage = (total points / possible points) X 100

Semester Grade Percentage = the average of class grades from the IT technology strand (taught by Mr. Holcomb) and the media arts strand (taught by Mr. B.C.)
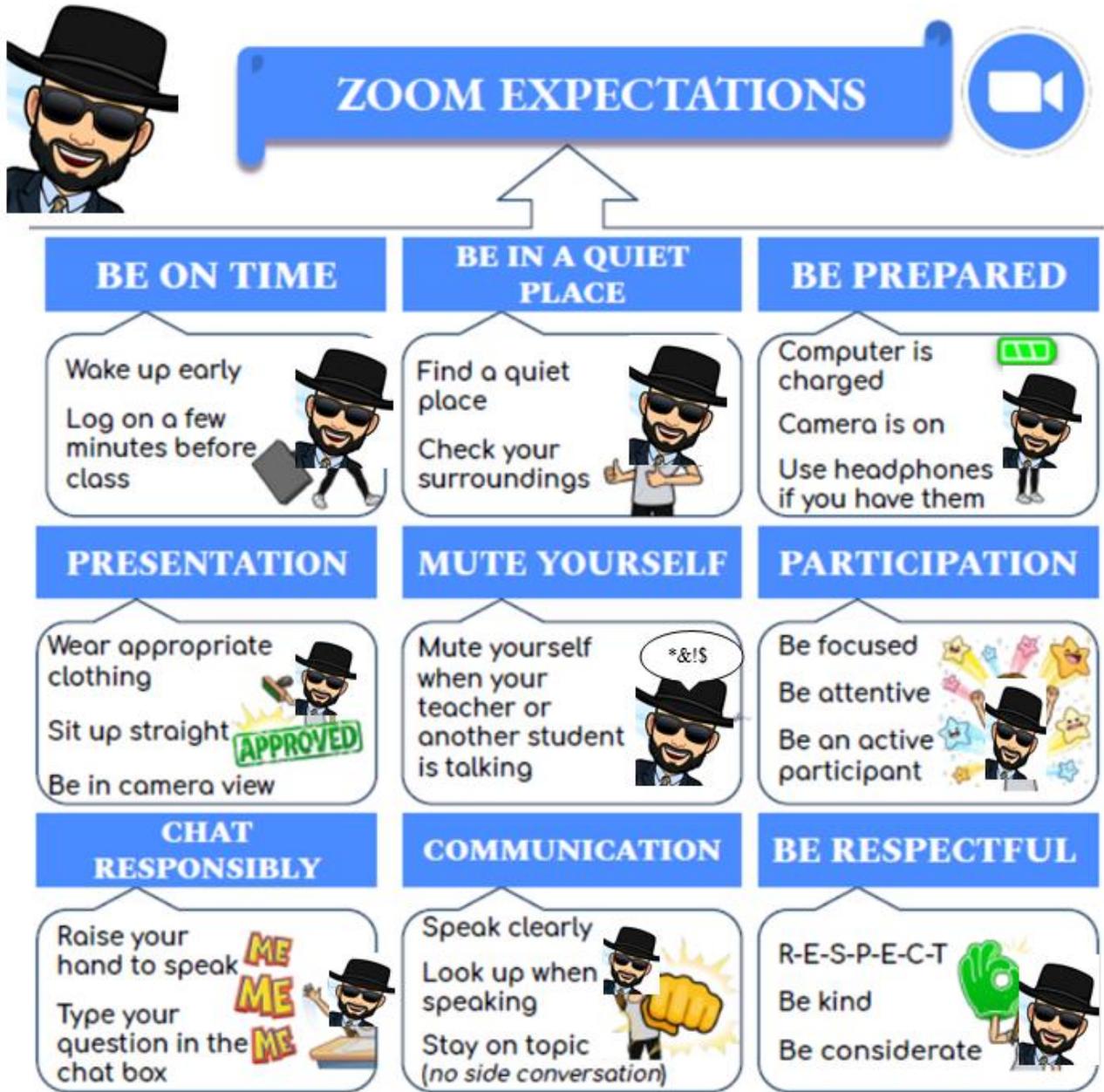
A+	97% - 100%	C+	77% - 79%
A	93% - 96%	C	73% - 76%
A-	90% - 92%	C-	70% - 72%
B+	87% - 89%	D+	67% - 69%
B	83% - 86%	D	63% - 66%
B-	80% - 82%	D-	60% - 62%
		F	Below 60%

Supplies:

The following supplies should be brought to class each day: writing utensil and paper.

Zoom Expectations:

In order to have a smooth class and build an online community where all students are comfortable sharing and learning, the students must follow the Zoom expectations on this page. In order to enter the online classroom, they must use their real name (first and last) and image. Students should be logged on to Zoom with their first and last name and video turned on throughout the entire class period.

ZOOM EXPECTATIONS

BE ON TIME
Wake up early

Log on a few minutes before class

BE IN A QUIET PLACE
Find a quiet place

Check your surroundings

BE PREPARED
Computer is charged

Camera is on

Use headphones if you have them

PRESENTATION
Wear appropriate clothing

Sit up straight APPROVED

Be in camera view

MUTE YOURSELF
Mute yourself when your teacher or another student is talking

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PARTICIPATION
Be focused

Be attentive

Be an active participant

CHAT RESPONSIBLY
Raise your hand to speak ME ME

Type your question in the ME chat box

COMMUNICATION
Speak clearly

Look up when speaking

Stay on topic
(no side conversation)

BE RESPECTFUL
R-E-S-P-E-C-T

Be kind

Be considerate

_____   _____   _____

Student Name (Print)   Student Signature   Period

_____   _____   _____

Parent Name (Print)   Parent Signature   Daytime Number and Email