

Student Name(Print) _____

American High School

Media Arts and Information/Communication Technology 2019-2020

Mr. Holcomb

Instructor:

Mr. Holcomb
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(510) 796-1776
The best way to reach me is through email.

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

Computer Rules:

All students must have a technology Use Agreement signed and on file. All students must follow the provisions and condition outlined in the Fremont Unified School District Technology Use Agreement.

Students are not allowed to have any food, snacks, gum, or drinks in the classroom (bottled water may be left at the front of the room).

Students are not allowed to change the computer’s configuration, format, background colors or wallpaper, or install programs not within the scope of the course content without specific permission from the instructor.

Students are only allowed to use software authorized for the course.

No games are to be played during class time. School computers are for educational purposes only. Users should not play games or use the computer in association with inappropriate text material or graphic images.

Students are not allowed to move the computers.

No radios, I-pods, cell phones, or music players of any kind are allowed in the classroom.

No hacking and/or running other programs.

Student Expectations:

Students are expected to enter the classroom, pick up materials, and begin work on assignments with minimal direction.

Students are expected to have a businesslike attitude – follow given directions, work with a minimum of supervision, and work harmoniously with other students.

Students are expected to respect any persons who enter our classroom, including administrators, teachers, students, guest speakers, and substitute teachers.

Students are expected to leave their work area clean and free of marks, papers, etc. All books and materials are to be returned to their correct places by the end of class.

Students are expected to respect the equipment and conserve supplies (printer paper).

Students are expected to attend class regularly and be on time.

Students are expected to follow the Technology Use Agreement.

Students who violate any of these rules may be subject to suspension and/ or immediate withdrawal from the class which will result in the loss of units for the semester. Parents will be liable for damage to equipment if the damage is a result of their student breaking any of the above computer rules.

Students must sign in and out to use the restroom. Students may not use the restroom in the first and last two minutes of class

Student Name (Print)

Student Signature

Period

Parent/Guardian Name (Print)

Parent/Guardian Signature

Daytime Number and Email