***Course Syllabus***

**Course Title:**  **Introduction to Digital Technology**

Teacher Brent Harris

Room Number 2105

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**Course Description/Overview:**

Introduction to Digital Technology is the foundational course for Web & Digital Communications, Programming, Advanced Programming, Information Support & Services, and Network Systems pathways.

This course is designed for high school students to understand, communicate, and adapt to a digital world as it impacts their personal life, society, and the business world. Exposure to foundational knowledge in hardware, software, programming, web design, IT support, and networks are all taught in a computer lab with hands-on activities and project-focused tasks. Students will not only understand the concepts, but apply their knowledge to situations and defend their actions/decisions/choices through the knowledge and skills acquired in this course.

Employability skills are integrated into activities, tasks, and projects throughout the course standards to demonstrate the skills required by business and industry.

Competencies in the co-curricular student organization, Future Business Leaders of America (FBLA), are integral components of both the employability skills standards and content standards for this course.

Various forms of technologies will be highlighted to expose students to the emerging technologies impacting the digital world. Professional communication skills and practices, problem-solving, ethical and legal issues, and the impact of effective presentation skills are taught in this course as a foundational knowledge to prepare students to be college and career ready. The knowledge and skills taught in this course build upon each other to form a comprehensive introduction to digital world.

**Course Standards**

|  |  |
| --- | --- |
| IT-IDT – 1 Demonstrate employability skills required by business and industry  IT-IDT - 2 Explore, research, and present findings on positions and career paths in technology and the impact of technology on chosen career area.  IT-IDT-3 Demonstrate effective professional communication skills (oral, written, and digital) and practices that enable positive customer relationships.  IT-IDT-4 Identify, describe, evaluate, select and use appropriate technology.  IT-IDT-5 Understand, communicate, and adapt to a digital world.  IT-IDT-6 Explore and explain the basic components of computer networks. | IT-IDT-7 Use computational thinking procedures to analyze and solve problems.  IT-IDT-8 Create and organize webpages through the use of a variety of web programming design tools.  IT-IDT-9 Design, develop, test and implement programs using visual programming.  IT-IDT-10 Describe, analyze, develop and follow policies for managing ethical and legal issues in the business world and in a technology-based society.  IT-IDT-11 Explore how related student organizations are integral parts of career and technology education courses through leadership development, school and community service projects, entrepreneurship development, and competitive events. |

**Future Business Leaders of America (FBLA)**

FBLA is a co-curricular student organization that plays an integral part in the components of the Business & Technology course standards. FBLA activities are incorporated throughout this course and the rest of the Business and Computer Science courses. Students are strongly urged to join FBLA (**$30.00**) to benefit from the wealth of opportunities the organization has to offer.

**Instructional Materials and Supplies**

Please always attend class with a pen, pencil and a good attitude.

**Grading**

|  |  |  |  |
| --- | --- | --- | --- |
|  | | | |
| Category | Percentage | Items | Description |
| Summative | 56.8% | Projects & Exams | Each project will be worth an appropriate number of points and a rubric will be included. Examination questions will include a variety of item types such as true/false, multiple choice, matching, fill-in-the-blank, and essay. Performance Task Exams (hands-on) will require students to demonstrate mastery knowledge/skill of required material. |
| Formative | 23.2% | Daily Assignments | Assignments completed daily in class. This will be most assignments. |
| Final Exam | 20% | Final Exam | At the end of each semester, a cumulative exam is given. |

**Attendance Policy**

* Students are expected to be in class daily. If a student is absent, the student is to use the class website listing daily activities and assignments to see what assignments were missed.
* Suspensions (in-school or out-school), unexcused absences and unexcused tardiness have an extremely negative effect on a student’s performance and assignments.
* Students are given 5 days after an absence to complete all assignments missed. If a student fails to complete assignments in allotted time, a grade of 0 will be given for incomplete.

**Student Responsibilities**

Be ready, respectful, and responsible.

**Late Work**

Late work will not be accepted after the completion of a unit. Students are expected to complete assignments by the due date. An assignment submitted one day late can be submitted for a grade up to a 70. An assignment can be submitted two or more days late for a grade up to a 50 until the end of a unit.

**East Paulding High School**

**IDT Signature Sheet**

I have reviewed and understand ALL parts of the course syllabus:

**STUDENT PORTION**

Student Name (Please Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PARENT/GUARDIAN PORTION**

Parent’s or Guardian’s Name (Please Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s Email(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s Email(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s Contact Numbers:

|  |  |  |  |
| --- | --- | --- | --- |
| **Number** | **Parent/Guardian Name** | **Relationship to Student** | **Phone (please circle)** |
|  |  |  | Cell Home Work |
|  |  |  | Cell Home Work |
|  |  |  | Cell Home Work |

Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Additional comments or notes that I may need to know: