

# Technology

**Mrs. McNutt-Email:** Debra.McNutt@jeffco.k12.co.us  
**Phone:** 303-456-5363 x7282

**Class Days:** Navy

**ASH:**

3:15-3:45 pm, Wedn & Thurs

## Grading

**(40%) Class Participation assignments include in-class assignments** are key elements to your success in this class.

**(25%) In-class quizzes** are considered a critical component of the evaluation process and will be given during the term.

**(35%) Programming exercises, Technology content and End-of Unit Assessments** will cover major technology concepts and 21<sup>st</sup> century skills all students should master to be successful. Larger term culminating projects and assessments will be assigned.



## Keyboarding

Focus will be on learning and mastering of keyboarding skills on the Qwerty (standard) keyboard using Keyboarding without Tears software. Touch typing (not looking at the hands) and complete memorization of the keyboard is the objective of this unit and **self-paced** lessons. Keyboarding without tears tests and quizzes must be completed during class or ASH hours.

## Word Processing/Presentations

Word processing features will be discussed enabling the student to confidently create quality documents with proper formatting in Google docs. Students will learn presentation concepts using Google Slides— developing slideshows for presenting information. Other projects will use Storyboardthat, green screen technology and online research.

## Late Work Policy

Missing/late work will be entered into Campus as “Missing” (this will calculate the grade as a zero until it is updated). If an assignment is turned in more than one week late, half credit may be deducted. Assignments turned in more than two weeks late will receive a zero.

## Coding using Javascript

Initial focus will cover the concepts of coding and creating programs and applications to create their own online video game. Students will be learning how to code in Javascript as well as design their own app prototype and experimenting with physical computing. .

## 3D Printing/ Architecture / Augmented Reality

3d printing software programs and Sketchup3D will be used to create Roman architecture, time capsule boxes and 3d printed objects. Augmented Reality concepts will be addressed with tour creation and videos.

## Digital Citizenship

Students will focus on the ability to use technology responsibly. Topics of cyberbullying, digital etiquette and social responsibility in a digital world will be covered.

## Bring to Class everyday

- Pencil
- Planner
- Headphones
- Chromebook
- Tech Folder
- Silent reading book

## Do Not Bring to Class

- Backpacks
- Snacks

### Class Expectations

**Hard-Working:** Everyone arrives calmly, prepared and ready to learn.

**Kindness in our community:** Students will protect and support the safety of all students, staff, and visitors in our community.

It is the responsibility of everyone in the community to show kindness to all students, staff and our community. A positive, supportive class community will be encouraged and the inclusion of all students is expected.

**Be Respectful to all property:** All students are expected to respect all school property and the community.

- Water bottles on floor
- No snacks in classroom
- To prevent loss of work and damage, students may not touch another student's chromebook.
- Backpacks in locker

### 21st Century Skills to Focus on 4c's

- Creativity
- Critical Thinking
- Collaboration
- Communication

### Google Drive/Other Logins

Students will have a unique password to their google drive and online curriculum websites. Passwords are not be shared with other students. Students cannot login to other students' drives, tamper with files, change game outcomes or user profiles. Any tampering with other student's logins, files, and games could result in disciplinary action.

**Lincoln Leopards  
Are  
Hard-working  
Kind  
Excellent!**

### Refocus:

Students will be asked to fill out a refocus form in another classroom if unable to be an active learner. The student can return to class as soon as they are ready to focus.

### PLAGIARISM;

Any student who knowingly copies or uses the academic work of another and presents it as their own will face consequences up to and including suspension. Students also may not login into another student's account and try to complete exercises, quizzes for another student. Plagiarism could result in a "zero" score on an assignment with no option to correct.

### Internet Policies

All Students must have a current signed **Lincoln Academy Internet Use of the Agreement** on file. **Student computer usage is monitored to ensure that computer usage is for academic purposes only.**

I are looking forward to a wonderful year and know together as a team of teachers, students, and parents, we will have a successful year. Please sign below and return with your parent's signature to confirm that you have read and understand the above information.

\_\_\_\_\_  
Student Name Printed

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Parent Name Printed

\_\_\_\_\_  
Parent signature

\_\_\_\_\_  
Date