

2025-2026 School Year

Course Description:

Welcome to Technology Applications! In this class, we will explore the digital world around us and learn essential technology skills for the 21st century. Students will develop proficiency in various software applications, learn digital citizenship principles, and create multimedia projects. Our goal is to become confident, responsible digital citizens and effective technology users through hands-on, engaging activities that prepare students for high school and beyond.

Teacher: C. Salinas

Contact Information: csalinas1@bcisd.us

Units of Study:

Six Weeks	Unit Title	Key Focus Areas
1st	Unit 01: Digital Citizenship & Computer Basics (20 Days)	Students will learn fundamental computer skills, internet safety, and digital citizenship principles. We will focus on proper computer use, password security, and understanding digital footprints.
	Unit 02: Keyboarding & Word Processing Fundamentals (10 Days)	Students will develop proper keyboarding techniques and learn basic word processing skills. We will work on typing accuracy, speed, and document formatting.
2nd	Unit 02: Keyboarding & Word Processing Fundamentals (Continued) (10 Days)	We will continue building keyboarding skills while exploring advanced word processing features like tables, headers, and collaborative editing.
	Unit 03: Internet Research & Information Literacy (15 Days)	Students will learn effective search strategies and how to evaluate online sources. We will focus on distinguishing reliable from unreliable information and proper citation methods.

	Unit 04: Spreadsheet Basics & Data Analysis (15 Days)	Students will explore spreadsheet applications, learning to organize data, create formulas, and generate basic charts and graphs.
3rd	Unit 04: Spreadsheet Basics & Data Analysis (Continued) (15 Days)	We will continue our spreadsheet study with advanced functions, data sorting, and creating professional-looking charts for presentations.
	Unit 05: Presentation Software & Public Speaking (22 Days)	This unit focuses on creating engaging presentations using multimedia elements. Students will learn design principles and develop presentation skills.
4th	Unit 06: Digital Graphics & Visual Design (22 Days)	Students will explore digital art and graphic design using various software tools. We'll focus on color theory, composition, and creating original digital artwork.
	Unit 07: Introduction to Coding & Programming Logic (14 Days)	Students will learn basic programming concepts using visual programming languages. We will focus on logical thinking, problem-solving, and creating simple interactive programs.
5th	Unit 07: Introduction to Coding & Programming Logic (Continued) (14 Days)	We will continue our programming exploration, working on more complex projects and introducing text-based coding languages.
	Unit 08: Web Design & HTML Basics (16 Days)	Students will learn fundamental web design principles and basic HTML coding. We will focus on creating simple websites and understanding how the internet works.
	Unit 09: Digital Video & Multimedia Production (14 Days)	We will explore video editing software and multimedia creation, focusing on storytelling through digital media and understanding copyright laws.
6th	Unit 09: Digital Video & Multimedia Production (Continued) (14 Days)	We will continue our multimedia production work, focusing on advanced editing techniques and collaborative project creation.
	Unit 10: Technology Integration Project & Portfolio (15 Days)	The final unit will be a comprehensive project integrating all skills learned throughout the year. Students will create a digital portfolio showcasing their work and reflecting on their learning.

Grading Policy:

Grades will be based on project completion, daily participation, digital citizenship demonstrations, skill assessments, and collaborative work. Specific rubrics for major projects will be provided at the beginning of each unit. Students will maintain a digital portfolio throughout the year to track their progress and showcase their learning.

Classroom Expectations:

- Demonstrate respect for classmates, teacher, and technology equipment
- Follow all digital citizenship guidelines and school technology policies
- Come to class prepared and ready to engage with technology tools
- Participate actively in collaborative projects and discussions
- Ask questions and seek help when encountering technical difficulties
- Take care of all technology equipment and report any issues immediately
- Always strive for your personal best in all assignments and projects

Materials Needed:

- School-issued device (laptop/tablet) or access to computer lab
- Headphones or earbuds for multimedia projects

Note to Parents/Guardians:

Please monitor your student's digital citizenship at home and reinforce the technology skills they're learning in class. Students will be working on various online platforms and may need to complete some projects at home. I encourage you to discuss internet safety and appropriate technology use with your child. Please feel free to contact me via email with any questions or concerns about your child's progress in technology applications.

Dates and unit durations are approximations and may be adjusted based on student needs, technology availability, and pacing requirements.