Computers - Educational Technology Class
Orem Elementary School - Teacher: Mrs. Smith

Contact Information: Room 208   **Phone:** (801) 610-8116 ext. 208
Email: janicesmith@alpinedistrict.org

ASD Technology: The technology teachers in Alpine School District have a mandate to provide students with essential technology instruction using common standards, meaningful resources, and by effectively assessing student understanding in order to equip students with essential 21st Century Technology Skills. Our goal is to empower students to succeed with technology in all future endeavors: at home, school and in the workplace, with a focus on Equitable Access, Engaged Learning, Social Stewardship, and Civic Preparation.

Course Description: In our OES Computers Class students will complete a variety of learning activities and assignments that will help to build their computer knowledge and abilities. Students will: 1. Learn about computers and how they work, and their value to our society. 2. Develop proficiency in the use of computer hardware and software. 3. Learn to use a variety of computer programs and software applications to enhance learning, productivity and creativity. 4. Learn and practice good keyboarding skills. 5. Learn about computer safety, being web-wise, and being good Cyber Citizens.

Learning activities will prepare students to be able to use computers effectively in future school, work, and personal applications. All classroom activities will be adjusted appropriately to meet the needs and abilities found in each grade level and geared toward a variety of learning styles.

The Alpine School District Technology Curriculum is divided into six standards areas in which students should be able to show basic competency by the end of their grade school years. These are:
1. Safety and Citizenship; 2. Keyboarding Skills; 3. Technology Operations and Concepts;
4. Technology Writing; 5. Research Skills; and 6. Communication and Collaboration. We will be covering aspects of each of these areas during our classroom instruction time at Orem Elementary School.

District Internet Guidelines: The District has developed a number of policies that protect students and assist in maintaining a proper tech-class environment. Here is a summary of the most basic policies, which govern your child's use of computers at our school.
1. School computer services are NOT intended for personal or private use.
2. Internet filters are in place to guard against inappropriate material. However 100% safety cannot be guaranteed because of the nature of the Internet itself. For this reason, training is provided on how to handle any situation in which inappropriate material may accidentally be accessed.
3. No student may access the Internet without parent permission. **(If you have not done so, please complete the Online Internet Permission Form: [Tutorial Here](#))**
4. All computer equipment is to be used only under direct teacher supervision.
5. Students are expected to respect and follow the teacher's instructions.
6. Students are to immediately report accidental access to inappropriate material and should never purposely attempt to access websites with inappropriate content.
7. Students are expected to follow basic net-etiquette at all times, which will be taught in class.

Grading: This class is a Pass/Fail class. Points will be given for each assignment completed according to teacher instructions and assignment criteria. Partial credit will be given for incomplete work. A student must earn above a 70% to pass the class.

Attendance and Make-up Work: Because most work is completed in class on the school computers, it is very important for students to be in class every school day to be able to complete each of our classroom assignments. Extra credit work can be completed to make up in-class assignments that are missed when students have excused absences. Please contact the teacher for appropriate make-up assignments.

Classroom Management: Students will be given one warning when needed and a chance to quickly improve behavior. A second warning will result in a seat assignment change. A third warning will result in the student losing computer time for a specified period of time. A fourth warning will require the student to be sent to visit with the principal. If behavior does not improve after these measure are taken, parents will be notified and will be invited to a conference with their student, the teacher, and the principal.