

Information Technology Literacy 2018-19 (Tech Lit Explore)

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Class Description

Information Technology Literacy (Tech Literacy Explore) is designed to introduce students to computer and iPad use, application software, and library resources at Cal Young Middle School. We will explore word processing, databases, spreadsheets, graphic design, multimedia, presentation software, and computer aided design. Students will use these applications, along with principles of information architecture, research, and practice to complete their assignments.

Grading

Students will be evaluated on assignments and classroom participation. Students will be expected to follow Cal Young and 4J District policies and procedures related to the use of computers, iPads, the Internet, and other technology tools and resources. Most work for this class will be completed in class, so students will need to use their class time wisely. All assignments will be saved to their 4J files1 server accounts, and turned in/posted electronically to their WordPress ePortfolios. Students and parents can access assignments through the student ePortfolios and my instructional blog and grades for my classes using the ParentVue Synergy login. As this is a project-based class, expect grades to be updated on a 2-4 week basis.

Classroom expectations

Come prepared with notebook, necessary materials, and agenda planner.
Respect the right of all the students in the class to learn.
Follow all procedures and expectations related to use of computers.
PLEASE ASK QUESTIONS!
Use student sign out to be excused.
Do your best.

Please read over this description and the information on the BACK of this page with your parent or guardian. Then sign it, and return it by the assigned due date.

I acknowledge that I have read it and understand it.

Student Signature _____

Parent Signature _____

Greetings Parents and Guardians of Tech Lit Students!

In our Technology Literature Explore class, students will be doing projects that need to be turned in digitally. We use WordPress ePortfolios which allow students to upload assignments at school and home using their district account username and password. Students can also use the 4J VPN to access their student accounts and files/work from home if that is an option. I will be giving them information on how to do this. The link to that software and step-by-step instructions is:
<http://ns.lane.edu/?q=node/29>

Another way for students to turn in work, port assignments from school to home, or communicate with me is by using email and attaching files. If students have a Gmail, Yahoo, MSN, AOL, or other personal email account, great. Additionally, every student has a Eugene School District 4J email account that they can use if they choose to do so, and agree to the 4J email terms of use. Students can use USB flash drives as well to port and/or backup their work.

Again, students will be setting up WordPress ePortfolio blogs as part of their Tech Lit course. They will be able to maintain these ePortfolios for work artifacts, sharing, and reflecting on their work throughout their tenure in the 4J schools. They will be given training and specific guidelines on privacy and appropriate use of this technology, as well as all technology use at Cal Young Middle School.

I look forward to working with your student. If you have questions, please email or call me.

Thanks,

Eric