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2022-23 Digital Literacy Disclosure Addendum

Teacher(s): Mrs. Alison Sanders
Mr. Keith Lue

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Course Description:

This one-semester course is the foundation for computer literacy. Students will have opportunities to use technology and develop skills that encourage creativity, critical thinking, productivity, and collaboration both in the classroom and day-to-day life.

Materials Needed:

Headphones with an audio jack (no Bluetooth)

Grading Procedures:

- | | |
|---------------|--------------------|
| ● Assessments | 80% of total grade |
| ● Practice | 20% of total grade |

Students will have until mid-term to turn in any practice assignments or assessments from the first half of the quarter. They will then have until a week before the end of the quarter to turn in practice assignments or assessments from the second half of the quarter. If a student is absent the day of the assessment, they must make arrangements with their teacher the day they return from the unexpected absence. Students missing class because of vacation will have two weeks from the due date to make up work.

Teacher Availability:

Mrs. Sanders will be available to help students 30 minutes before and after school and during PROWL time on Thursdays. Mr. Lue will be available to help students 30 minutes before school, after school by appointment only, and during PROWL time on Thursdays.

Class Rules and Procedures:

1. Respect others and technology. Students will only touch their computer, not their neighbors.
2. No food, drink, or gum will be allowed in the classroom/computer lab with the exception of water bottles with sealed lids.
3. Cell phones and headphones are to be put away unless specified otherwise.
4. Positive attitudes.

Consequences:

1. Nonverbal warning
2. Verbal warning
3. Seat change
4. Hall, contact home
5. Refer to administration

Movie:

Digital Literacy students may watch *Ralph Breaks the Internet* in class. Jordan School District policy requires advance notice before showing PG movies. If you would like your student to be given an alternate assignment, please contact Mrs. Sanders or Mr. Lue.

Online Programs:

The online program *Blooket* may be used to review material. If you would like your student to be given an alternate assignment, please contact Mrs. Sanders or Mr. Lue.

Citizenship:

All students will start with an honors (H) grade. Honors grades will be given to those students who go above and beyond in demonstrating the following PROWL attributes: Prepared, Respectful, On-time, Winning Attitude, Listen and Learn. Rewards for following this code are personal integrity and messages to parents/guardians. Consequences for not following this code are:

1. A nonverbal warning
2. Verbal warning
3. Seat change
4. Send out to the hall and contact home
5. Send to office/refer to Administrators

Citizenship grades will be determined based on the table below:

Snow Leopards on the P.R.O.W.L.

	H Honors	S Satisfactory	N Needs Improvement	U* Unsatisfactory
<i>Prepared</i>	Comes to class with necessary books and materials	Generally comes to class with necessary books and materials	Has to be reminded frequently to bring necessary books and materials	Rarely comes to class with necessary books and materials
<i>Respectful</i>	Follows class rules without being reminded	Generally follows Class rules	Has to be reminded frequently about class rules	Does not follow class rules
<i>On Time</i>	0 - 1 Tardy	2 Tardies	3 - 4 Tardies	5 or more Tardies or a Sluff
<i>Winning Attitude</i>	Strives to do his/her best	Generally strives to do his/her best	Has to be reminded to stay on task	Rarely puts forth his/her best effort
<i>Listens and Learns</i>	Pays attention and actively participates in classroom discussion	Pays attention and talks when appropriate	Talks and does not follow what is supposed to be done in class	Continually interrupts and talks during class

*Cheating and plagiarism may result in an automatic U.