

6th Grade Computer Applications

Sarah Hogan
6th Grade Rotations
CR Anderson Middle School

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Suggested Supplies:

Folder
Headphones or Earbuds
Pencil

Class Expectations:

	Cooperative students:	Respectful students:	Achievers:
Classroom	<ul style="list-style-type: none">• Are in their seat by the bell• Follow directions• Are prepared for class	<ul style="list-style-type: none">• Help others• Show empathy• Allow others to learn	<ul style="list-style-type: none">• Complete work on time• Do their best• Advocate for themselves
Technology	<ul style="list-style-type: none">• Use technology when given permission• Put technology away when asked• Plug in technology when finished	<ul style="list-style-type: none">• Are responsible for their own devices• Are kind when communicating with others• Use only their device	<ul style="list-style-type: none">• Use technology to enhance learning• Understand technology is for educational purposes• Search appropriate sites

***Being present in class is essential!**

Units of Study:

- Typing Skills
- Email Etiquette
- Microsoft Office (Word, Excel, PowerPoint)
- Internet & Social Media Safety
- Basic Coding

Grading:

All grades are reported in PowerSchool. Grades will be updated weekly.

Grade Categories:

Tests/Project – 60%

Practice – 40% (*Classwork 30%/Typing Lessons/Typing Tests 10%*)

Grading Scale: 90-100 = A, 80-89 = B, 70-79 = C, 60-69 = D, Below 60% = F

Missing/Late work:

All assignments are due by the end of each quarter. Missing assignments will be flagged and input as a zero in PowerSchool until they are completed and turned in. Please remember that all practice is essential to student success in Computer Applications. Students will have some work time each Friday following a 5-minute typing test and parent email.

SYLLABUS ACKNOWLEDGEMENT

I acknowledge that I have read and understand Mrs. Hogan's Computer Applications syllabus for the 2023-2024 school year.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Student Name: _____

Student Signature: _____