

TECHNOLOGY EDUCATION

Mrs. Ash

Grades

Contact Me:



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Remind: @AshCarPrep

Test



50%

Daily



50%

Any projects we do are subject to being graded. Please always put forth your best effort.

In this Classroom...

Rules

- ✓ Be Responsible for your own learning.
- ✓ Be respectful of everyone and everything in the classroom.
- ✓ Be prepared, on task, and ready to learn every day.

Expectations

- ✓ Participate in all classroom activities.
- ✓ Complete all assignments on time.
- ✓ Put forth your best effort.
- ✓ When absent, follow the procedures to complete missing work.

Cell Phone Policy

Phones are NOT ALLOWED at ANY time. Students will be deducted money from their classroom account as well as given the appropriate STEP if a phone is seen in class. They should be in BAGS at all times.

Requested Supplies:

- Clorox Wipes
- Kleenex
- Expo Markers
- Copy Paper
- Hand Sanitizer

Discipline:

1. Student Warning
2. Teacher-Student Conference
3. Parent Phone Call
4. Parent-Teacher Conference
5. Referral to Administration

Severe Clause: Any student who is causing the classroom to be an unsafe environment will be immediately referred to the office and a parent phone call will be made.

Cheating will NOT be tolerated. Anyone caught cheating will call their parent/guardian to explain why they will have a 0 they will not be allowed to make up.

Classroom Economy:

This year, our classroom will be functioning through an economy system! Students will earn "money" for every day they are present and on time for class. They will be able to buy some classroom supplies and occasionally some treats! Students will have the opportunity every month to apply for a classroom job that will pay extra each week.

Students will also have to pay rent for their desks. Failure to pay rent will mean they can't use their desk until it is paid for. They will also have the opportunity to buy their desk!

There will be opportunities every day to earn extra money or lose money based on a variety of criteria and expectations.

My goal of implementing an economy system is to help students learn some basic budgeting skills as well as accountability. I hope the students gain as much out of it as I feel that they will!

This Semester we will study:

- Basic typing skills
- Word/Google Docs Word Processing and Formatting
- Professional Emails
- PowerPoint and Google Slides Formatting
- Excel/Google Sheets Formatting and Processing
- Online Taxes (Through TurboTax for Education)
- Managing Downloaded Files
- Basic Online Research Skills
- Website Construction and Design

This class will be computer based and will encompass some of the technology needs students will have in future jobs and careers. I hope to teach them all some basic skills to help them be successful in their future roles.

Please Sign and Return this slip of paper to show that you have read and understand the syllabus.

Student Signature: _____ **Parent Signature:** _____