COURSE TITLE: INTRODUCTION TO HARDWARE TECHNOLOGY (11.4480012)
TEACHER: Miss Lydia Prince   **ROOM#** 504
AVAILABILITY: Mon-Thur. from 3:15pm to 4:00 pm by appointment
EMAIL: princly@boe.richmond.k12.ga.us
REMIND: 2nd period: @b62cdc | 5th period: @fdekb86 | 7th period: @984a2c
DESCRIPTION: Introduction to Hardware Technology is the foundational course for Information Support & Services, Networking, and Cybersecurity pathways. This course is designed for high school students to understand, communicate, and adapt to a digital world as it impacts their personal lives, society, and the business world. Exposure to foundational knowledge in hardware, IT support, networks, and cybersecurity are all taught in a computer lab with hands-on activities and project-focused tasks. Students will not only understand the concepts but apply their knowledge to situations and defend their actions/decisions/choices through the knowledge and skills acquired in this course.

Unit Resources
Unit Title / Activity Name
Getting Started
Digital Citizenship and Cyber Hygiene
Operating Systems and Software
Hardware
Project: Troubleshooting
Networking
IT Professionals
Project: IT Proposal
Cybersecurity
Project: Digital Forensics
Computer Science Careers

INSTRUCTIONAL MATERIALS and SUPPLIES
ONLINE – Canvas, Laptop or Desktop Computer, Wide Rule Spiral Notebook or binder, Pen or Pencil, & 16Gb or 64 USB Drive, Online Textbook

EVALUATION and GRADING
A: 100-90   **B**: 80 – 89   **C**: 75- 79   **D**: 74 – 70   **F**: 69 and below (Unsatisfactory; did not meet the expectation)

60%	**Minor grades:** Quizzes, Labs, Classwork, Homework
40%	**Major grades:** Tests, Projects

DISCIPLINE POLICY

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1. Verbal Warning and Redirection of Behavior
2. Verbal Warning and Parent Contact
3. Detention and Parent Contact
4. In-School Suspension
5. Out of School Suspension
   *Parent Conference as deemed appropriate

EXPECTATIONS

- Be prepared

- Be on time

- Be respectful all the time

- Complete Daily classwork

- Participate in class discussions

- Participate as a team player

- Problem solve and accept challenges

- Must utilize the online sites well

END OF CLASS

- Shut down your computer

- Clean up your workspace

- Push your chair underneath your desk

Best Practices for Success:
- Pay attention in class – assignments are explained in detail and usually with an example.

- Students can review assignments with others before submitting to ensure clarity

- If you do not have access to technology at home please notify the teacher, this way it is logged for future homework assignments and alternatives can be sought.

- Be resourceful and take initiative.

BATHROOM POLICY: The purple hall pass will be given to students. Only 1 student will be allowed to use the restroom at a time.

FOOD/ DRINK POLICY: Students may not eat or drink near the computers, there is a table in the classroom for this activity.

EMPLOYABILITY: Employability skills are integrated into activities, tasks, and projects throughout the course standards to demonstrate the skills required by business and industry.

PROJECTS AND CLASSWORK: Students will have adequate time to complete all assignments during the class/lab. Projects may be assigned as a group and/or individually. The projects will have deadlines and posted online for the parents to review with their children.

EVALUATION: Most of our material is generated on the computer. Students will take computerized exams, quizzes and submit projects online and in person for a formative and/or summative evaluation. All assignments given can be identified online using the online sites provided. Parents can review students' progress and follow daily assignments.

ASSESSMENT: All grades will be updated using the online grading system, Infinite Campus. Students are responsible for keeping track of grades and assignments.

Messages: The student has the responsibility to ensure he or she reads all messages and documents posted or distributed. We will be using minimum paper for this class and most of our communications will be electronic "online" via Canvas or Remind.

Absent: You must complete all assignments. Expect to take exams as soon as you return to class (prepare during absence). All assignments are online and the students will have access to classwork via the Internet. If you know you are going to be absent and you do not have a computer at home, please notify the teacher.

Unexcused absences on the due dates of the tests, quizzes, projects, presentations, and so forth will result in a zero. If you have an excused absence, please provide the teacher with documentation on the first day returning to school and be prepared to perform what was missed.

Tardiness: The student must have a tardy pass to enter into the classroom.

Academic Honesty: You are not allowed to cheat in this classroom. Cheating is defined as turning in assignments that are not your own work or allowing others to do so. This includes copying answers to quizzes, turning in assignments done by someone else, allowing someone to copy your answers, or allowing someone else to turn in your work as their own. If cheating is discovered, all involved parties will receive a zero on the assignment and referred to the office for additional disciplinary action; which includes notifying your parents. Please don't cheat… enjoy learning instead.

Late or Missing Work:

Late assignments will result in a penalty as follows: after 5 school days, assignment will be scored as 50% and be marked as incomplete in Infinite Campus. Missing work can be made up by the end of the semester.

Tutoring or Remediation: Offered Mon.-Wed. from 3:10-4:00 pm on a case by case basis that best fits the students' needs and safety precautions.

Classroom Contract

I have read and viewed the complete syllabus on Canvas and understand the rules and requirements as stated. My signature below indicates my willingness to abide by those terms and is an agreement to participate as required and to accept the penalties should I fail to do so.

_____   _____
Student Signature   Parent Signature

_____
Phone

_____
E-mail