**Computer Applications & Digital Media Syllabus (6th-8th) 2015-2016 Ms. Adler**

Computer applications and digital media is all about learning to express yourself through digital means, from getting your point across using presentation software to expressing your creativity with pictures, videos, and animation.

**Course Description:**

We will be using several different computer programs in each grade level that focus on a core set of computer and communication skills:

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| * 6th Grade: Digital drawing and photo manipulation, animation, and presentation software.
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| * 7th Grade: Photo editing, 2D computer animation, and basic video editing.
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| * 8th Grade: Digital photography, elements of design, advanced video editing, photo-journalism, and stop-motion animation.
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**Daily Procedures:**

In order to create a pleasant and efficient learning environment in our classes, the following school philosophy has been established:

* No one has the right to interfere with the learning or safety of others.
* Do what is expected.
* Do it the best you can.

This includes, but is not limited to, the following classroom expectations:

 1. Bring to class every day:

* daily planner
* pen or pencil
* student ID card (you can’t check out equipment without it!)

 2. Behavior expectations:

* be on time to class
* sit in your assigned seat and be ready to work when you enter the room
* do not interfere with others (talking, playing around, etc.)
* do your very best on all assignments
* use your daily planner
* follow the school dress code
* work cooperatively with partners on assignments and presentations—do your share!
* if you finish an assignment early, work on make-up work. After that, either work on typing or the long-term project
* no backpacks, binders (notebooks), or reading books in class
* **no gum, food, candy, or drinks in the classroom**
* do not play games on the computer, this includes Pivot, SketchUp, Unblocked Games, or Cool Math Games except during earned reward time—every other Friday if earned
* **do not listen to music in class--on the computer or on your own device**
* **do not have your phone out or use it in class**
* **do not change the computer settings, cables, or equipment**

**Grades:**

The grade for this class will include a combination of all aspects of the course: class work, effort, group/class participation, projects, and initiative (exceeding the minimum expectations on assignments).

**In-class Assignments:**

Assignment due dates vary and are stated at the time they are assigned. When absent, it is the student’s responsibility to arrange access to the computer lab outside of class time to do make-up work.

**Citizenship and Attendance:**

Citizenship policies will be in accordance with the Voyager Make Your Day Program (see student planner). Appropriate student behavior is especially important in the computer lab because of the nature of the course and the equipment involved.

***Attendance is very important. Most of the learning that takes place occurs during class. Many experiences cannot be duplicated for absent students. Irregular attendance makes success in this class difficult.***

**Contact Information:**

* my voice mail number is 366-5300 ext. 5037# (I try to return all calls within 24hrs)
* my e-mail address is adlerkr@mukilteo.wednet.edu (I try to return all e-mails within 24hrs)

***Please read, sign, and return this paper* (a copy is on the class website)**

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 Student name (please print) Guardian’s signature and date

ACCEPTABLE USE OF ELECTRONIC INFORMATION SYSTEMS

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The following are some of the procedures that describe acceptable use of the technology and information network by students. Violations constitute cause for revocation of access privileges, school disciplinary action in accordance with the Student Rights and Responsibilities, and/or appropriate legal action. Please read them carefully. (See full document in the Student Rights and Responsibilities booklet)

* All use of the network must be in support of education and research and consistent with the mission of the district.
* System components, both hardware and software, shall not be destroyed, modified, or abused in any way.
* Use of the system to access, store or distribute obscene, pornographic, lewd, or violent material, or any other objectionable material of an improper or illegal nature, is prohibited.
* System accounts are to be used only by the authorized individual for whom the account is established. Users shall not seek information concerning other user accounts.
* Users are encouraged to change passwords regularly, and avoid easily guessed passwords, to ensure proper security.
* Personal information should remain confidential when communicating using the district network, and students should not reveal such information without permission from the teacher or supervisor.
* The unauthorized installation, use, storage or distribution of copyrighted software or materials on district computers is prohibited.
* For security and administrative purposes, the district reserves the right for authorized personnel to review system use and file content. The district reserves the right to remove and/or disable user accounts on the system to prevent unauthorized activity.
* Violations of any of the conditions of use may be cause for disciplinary action.