



# TRI-CITIES HIGH SCHOOL

2575 Harris Street- East Point, GA 30344

TEL: 404.669.8200 FAX: 404.669.8158

## Introduction to Digital Technology-Course Number: 11.41500

2014-15 Course Syllabus

Ms. D. Jones

[jonesd6@fultonschools.org](mailto:jonesd6@fultonschools.org)

Room: L-117

### COURSE DESCRIPTION

Introduction to Digital Technology is the foundational course for Web & Digital Communications, Programming, Advanced Programming, Information Support & Services, and Network Systems pathways.

This course is designed for high school students to understand, communicate, and adapt to a digital world as it impacts their personal life, society, and the business world. Exposure to foundational knowledge in hardware, software, programming, web design, IT support, and networks 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.

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

Various forms of technologies will be highlighted to expose students to the emerging technologies impacting the digital world. Professional communication skills and practices, problem-solving, ethical and legal issues, and the impact of effective presentation skills are taught in this course as a foundational knowledge to prepare students to be college and career ready. The knowledge and skills taught in this course build upon each other to form a comprehensive introduction to digital world.

### FUTURE BUSINESS LEADERS OF AMERICA (FBLA)

FBLA is a co-curricular student organization that plays an integral part in the components of the Business & Technology course standards. FBLA activities are incorporated throughout this course and the rest of the Business and Computer Science courses. Students are strongly urged to join FBLA (\$20) to benefit from the wealth of opportunities the organization has to offer. Students may be photographed in various activities. These photographs will be used for promotional use only and published on the TCHS FBLA website/Facebook/Twitter page. Extra credit will be given for paid membership.

### COURSE CURRICULUM CONTENT

COURSE STANDARDS	UNITS/TOPICS
IT-IDT – 1 Demonstrate employability skills required by business and industry	<b>Semester 1:</b> 1. FBLA – leadership development, community service, and employability skills 2. Online safety and digital citizenship 3. Emerging and future technology 4. Hardware and software 5. Problem solving, flowcharting and algorithms 6. Visual programming 7. Employability Skills 8. Information Technology Careers: Programming, Gaming, and Software Development
IT-IDT - 2 Explore, research, and present findings on positions and career paths in technology and the impact of technology on chosen career area.	
IT-IDT-3 Demonstrate effective professional communication skills (oral, written, and digital) and practices that enable positive customer relationships.	
IT-IDT-4 Identify, describe, evaluate, select and use appropriate technology.	
IT-IDT-5 Understand, communicate, and adapt to a digital world.	

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This syllabus may be updated throughout the year as needed. Page 1 of 3

IT-IDT-6	Explore and explain the basic components of computer networks.	<b>Semester 2:</b> 9. FBLA – entrepreneurship development, competitive events, professional communication 10. Operating systems 11. Customer relationships 12. Networking basics 13. Online resources 14. Web design 15. Ethics, legal issues, and cyber security 16. Information Technology Careers: Network Systems, Information Support & Services, and Web & Digital Communications, Computer Forensics
IT-IDT-7	Use computational thinking procedures to analyze and solve problems.	
IT-IDT-8	Create and organize webpages through the use of a variety of web programming design tools.	
IT-IDT-9	Design, develop, test and implement programs using visual programming.	
IT-IDT-10	Describe, analyze, develop and follow policies for managing ethical and legal issues in the business world and in a technology-based society.	
IT-IDT-11	Explore how related student organizations are integral parts of career and technology education courses through leadership development, school and community service projects, entrepreneurship development, and competitive events.	

## Instructional Materials & Supplies

### Published Materials

Varies by topic

### Instructional Supplies

3-ring binder /Composition book  
Pen or Pencil

## Evaluation & Grading

### Grading Scale and Weights

Test/Quizzes	30 %	Summative Assessments	15 %	Formative Assessments	30%
<ul style="list-style-type: none"> <li>• Performance</li> <li>• Objective</li> </ul>		<ul style="list-style-type: none"> <li>• Projects</li> </ul>		<ul style="list-style-type: none"> <li>• Daily Work</li> <li>• Homework</li> <li>• Portfolio Check</li> </ul>	
Work Ethics	10%	Final Exam	15 %		
		<ul style="list-style-type: none"> <li>• Performance</li> <li>• Objective</li> </ul>			

## Other Information

### Expectations for Academic Success

- 1) Complete daily class work assignments/maintain portfolio
- 2) Participate constructively in discussions and ask questions /team member
- 3) Challenge yourself to continuously improve

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***ADDITIONAL INFORMATION***

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**TARDIES:**

The tardy policy stated in the hand book will be strictly adhered to. If it is an excused tardy, you will need to have a note from the office or teacher stating the reason you are late to class.

**MAKE-UP WORK:**

It is the responsibility of the student to request make-up work. In the event a student is absent, he or she can view their Edmodo Account for daily assignments.

**BYOT: (Bring Your Own Technology)-*Please Read!!***

Due to the technology already provided in this course, students will not be allowed to access their personal media devices UNLESS DIRECTED BY INSTRUCTOR. There will be several units we will use our personal media devices. Otherwise, these devices are not to be brought out in class. Devices brought out in class will be confiscated and turned in to administration.

**CHEATING/PLAGARISM:**

Students are expected to create their own work. All print and online sources should be cited. Students should not copy or edit other students' files. Cheating/Plagiarism will not be tolerated. Students who violate this policy will receive a zero, parents will be contacted, and no final exam exemption will be allowed.

**Course Syllabus Signatures**

*By signing this document, you are indicating you understand the content of the course Syllabus and Policies and Procedures.*

_____	_____
<i>Student Signature</i>	<i>Date</i>
_____	_____
<i>Parent Signature</i>	<i>Date</i>
<i>Parent Email:</i> _____	
<i>Parent Phone #:</i> _____	



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