

6th Grade Technology Course Outline

Instructor: Mrs. Schroeder
Course Length: 1 quarter

Text: *Word It! 2E – Student Workbook. Warwick, RI: B.E. Publishing, 2011.*

Curriculum:

I. Internet Safety – <http://sos.fbi.gov>

II. Microsoft Word

- a. Parts of the screen
- b. Toolbars overview
- c. Commands
- d. Tests/Projects

III. Google Sites – online portfolio

Grading:

Tests - 50% of grade

Daily – 25% of grade

Participation - 25% of grade

You will receive four (4) points for each day. However, points can be deducted at any time if student is disruptive/off task.

Any work not completed by the final day of class will be recorded as a zero.

Grading Scale:

A	93 %	C	73
A-	90	C-	70
B+	87	D+	67
B	83	D	63
B-	80	D-	60
C+	77	F	0

Classroom Expectations:

- Respect yourself, faculty and your peers
- Raise your hand and wait your turn
- Use active listening
- Come ready to learn
- Use appropriate language
- Be on time
- Respect personal and school property
- No food, candy or drinks
- Ask questions
- All electronic devices out of sight/hearing