



Technology 7th Grade SYLLABUS

Instructor: Mr. Allen Burton

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Office Hours: A day and B day from 3:00 – 4:00PM

School number: (972) 421-1982

Instructor Overview:

Hello, my name is Mr. Allen Burton, and I will be teaching 7th grade technology at Hampton Preparatory Middle School. Let me first state that I am absolutely thrilled to be able to help mold minds in areas that will help students pioneer this age of technology with pride and competency! I was raised in the Oak Cliff area of Dallas. I attended high school and Carter High School and Life School Oak Cliff. I graduated from the University of Texas in Arlington, and I started my teacher career shortly after. I've been a teacher for 6 years, and it is my privilege to be able to serve students from the city I grew up in!

COURSE OVERVIEW:

The purpose of the Course Structure is to set a vision of excellence for CTE/Tech. Establishing a shared vision is a fundamental part of achieving our goal of pushing all scholars to and through college. Understanding that visions naturally tend towards lofty and sometimes intangible, the Course Structure provides concrete guidance as to how an Uplift teacher might go about achieving the CTE/Tech vision in his or her classroom. It is a tool that:

- establishes instructional non-negotiables.
- provides lesson frameworks and specific strategies to support rigorous and aligned instructional execution.
- clarifies course requirements; and
- suggests opportunities for additional learning about the subject area.

In addition to the above listed tools, the CTE/Tech Course Structure gives further clarity to IB's philosophy of instruction. It is a primarily IB driven document and brings to life Uplift's commitment to rigorous, college-ready instruction.

COURSE WILL INCLUDE THE FOLLOWING

Unit 1, Digital Citizenship
Unit 2, Cells Interactive (Design Cycle)
Unit 3, Brochure – includes "Midterm" Common Project
Unit 4, Web Design

[Unit 5, QWERTY](#)

[Unit 6, Band Project \(MS-Office\) – includes “Final” Common Project](#)

[Unit 7, Invention vs. Innovation](#)

TECHNOLOGY CLASSROOM EXPECTATIONS

1. Be on time. 2. Be prepared 3. Be respectful 4. Be involved 5. Come ready to learn

Scholars in 7th grade are introduced to the moderate level technology skills they will need for success in high school and college. This course aligns to our Year 2 IB MYP Design requirements. Through use of the MYP Design Cycle, scholars are able to build their problem solving and inquiry skills in this course.

By the end of this course, scholars will be able to:

- Type 30-35 WPM with no errors. (*Incorporate as Do Now at least once per week*)
- Understand how to work with computers.
- Post online without bullying.
- Consider and implement safe surfing practices.
- Work with, understand, and implement the MYP Design Cycle.
- Format more advanced word documents and excel spreadsheets.
- Present to a class individually or in teams using PowerPoint or other presentation software.
- Practice proper writing skills.

REQUIREMENTS OF THE CLASS

1. You must complete all assignments. There will be no homework assigned, but students will have until the midnight following both class attendances (A and B day) to finish the assignments posted.
2. You must participate in class activities and exercises, as well as in the form of asking questions, commenting, taking notes, paying attention, supporting other students.

CLASS ACTIVITIES

1. During class, there will be many exercises and activities, as well as discussion and lecture. If information is highlighted as important, it should be recorded in your notes.
2. We will do many class activities. The purpose of these activities is for you to build yourself up into a stronger user of technology. Knowing this, mistakes will be made. You won't be deducted for being wrong. However, if you refuse to participate, your grade in the class will go down.
3. It is most important to do what you think you are being asked to do, if further direction is needed for what you are doing, it will be given to you. I am here to clarify anything you would need though.

Grading Scale and Grade Point Scale

The grade scale at Uplift Education campuses is as follows:

Raw Score	Letter Grade	Grade Points (for credit classes only)
97-100	A+	4.0
93-96	A	4.0
90-92	A-	3.7
87-89	B+	3.3
83-86	B	3.0
80-82	B-	2.7
77-79	C+	2.3
73-76	C	2.0
70-72	C-	1.7
69 and Below	F	0

Extra Credit Policy

The purpose of grading and reporting grades is to provide an accurate reflection of a scholar's knowledge of the most essential concepts in the stated curriculum. Given this purpose, teachers should not create extra credit activities or assignments. Extra credit assignments tend to be misaligned with the mission of grading by creating grades that are not achievement based, spending extra time on an objective that is already adequately tested, or giving assignments that do not cover the essential knowledge and skills. Instead of providing extra credit, teachers should adhere to the reassessment policies outlined in this Guideline and in their Individual Campus Supplement (ICS).

Treatment of Academic Dishonesty

If a scholar is suspected of plagiarism or any other form of academic dishonesty, the following procedure will be followed:

- The scholar's paper, exam, test, quiz, or assignment will be confiscated by the teacher.
- The paper, exam, test, quiz, or assignment will be submitted to an administrator for consideration.
- The scholar will be required to meet with the teacher and a Campus administrator for review of the scholar's work and, if found in violation of this policy and the Uplift Scholar Code of Conduct, receive appropriate consequences in line with the severity of the offense. These may include:
 - Formal Choice Management Referral write-up
 - Grade reduction on plagiarized work
 - Re-do of plagiarized work
 - Counseling and attendance at Academic Integrity Roundtable with the Dean of Scholars
 - Completion of community service hours
 - Enrollment in academic probation

Severe instances of plagiarism or academic dishonesty may lead to suspension or expulsion.

Across all Uplift campuses, scholars should be given access to reassessment. The intent of this policy is to provide scholars with additional opportunities to demonstrate mastery of the content.

Reassessment Expectations

Students will have the option to edit anything that they submit given that it is turned in on time. Once the due date is up for both A and B day students, there will be no opportunity for make – up work unless you have a parent request. Please be aware that all make – up work will be at the teacher’s discretion.

Communication to Scholars and Parents

The reassessment policies in the individual campus supplement should be shared with scholars and parents at the beginning of each school year. Teachers should communicate and plan for the retest within a reasonable time period after the teacher notifies the scholar of a grade eligible for reassessment.

Campuses may determine additional guidelines to further specify the implementation of the reassessment policy.

-----CUT HERE AND RETURN TO TEACHER-----

Scholar Agreement:

I have read the class syllabus, and I understand the guidelines and policies. I understand that if I have any questions, I will proactively reach out to my teacher to clarify any concerns that I have regarding my learning.

Parent Agreement:

I have read the class syllabus, and I understand the guidelines and policies. I understand that if I have any questions, then I will proactively reach out to my child’s teacher to clarify any concerns that I have regarding my child’s education.

Printed Scholar Name: _____

Scholar’s Signature _____ Date: _____

Parent’s Signature _____ Date: _____