



Computer Tech & Independent Technology

“Course Syllabus”

This course will provide opportunities for students to learn & apply troubleshooting skills with a variety of computer, networking, and electronic systems. Students will also be involved with recording repair data, managing equipment, testing new software and hardware, and applying communication skills while servicing our building technology. Additional activities will include creating web pages, writing basic computer programs, and generating troubleshooting documents.

Credit: 1.00 (Year) *or* .50 (Semester)

Prerequisite: Instructor's Consent

Course Outline

1. Introduction
2. Classroom Expectations and Procedures
3. Communication Skills and Record keeping - Classroom and Building Policies
4. Student Notebook & Service Logs
5. Leadership and Training System
6. Safety as it relates to service and repair
7. DOS (Dos Tutor Software)
8. General Troubleshooting and Repair Procedures (PC and Mac)
 - * Preventative Maintenance Procedures
 - * Troubleshooting Printed Guide Assignments
 - * Software Troubleshooting Scenarios
 - * Hardware Troubleshooting Scenarios
9. A+ Certification & Testing
10. MS XP Installation & Setup
11. MS XP Administration Activities
12. Networking Hardware and Protocols.
13. Network Troubleshooting (Policies and Procedures)
14. Batch File and Basic Programming
15. Internet Web Pages (Individual and District Troubleshooting Pages)
16. CHS Web Page Updates (Class Project)
17. Video Activity (“How to” presentations)
18. Trouble Shooting Support Articles (Informational newsletter produced by students)
19. Exploratory Projects

Classroom Expectations

1. Always try to do your best!
2. Cooperate with and respect others.
3. During independent lab work, stay on task with the assigned activity.
4. Seek help when needed and continue to seek it as help is needed.
5. Be on time and in your assigned seat or area when the tardy bell rings.
6. Be PREPARED! (Pencils, pens, books, calculator, computer disks, etc.)
7. You are responsible for makeup work.
8. **The classroom Attendance Policy, Dress Code, and Rules of Conduct (Discipline), will all be consistent with the policies outlined in the CHS student handbook.**

Grading & Attendance Policy

Your semester grade will be based on a percentage point system ...

1. Daily attendance and participation (10 points daily or approximately 20% of your grade).
2. Students have up to three days from the date of an absence to provide a valid excuse to the attendance office. After three days, the absence will be classified as unexcused if no valid excuse has been received. 9th/10th Grade Attendance: 817-4482 | 11th/12th Grade Attendance: 817-4451
3. A classroom tardy will result in loss of daily credit (10 pts.)
4. Applied lab assignments and tests (approx. 80% of your grade)
5. Extra credit assignments may be available upon request.
6. Elective classroom leadership activities are available for extra credit.

Grading Scale (Point System)

A 100% to 92.5% of total points	C 76.4% to 72.5% of total points
A- 92.4% to 89.5% of total points	C- 72.4% to 69.5% of total points
B+ 89.4% to 86.5% of total points	D+ 69.4% to 64.5% of total points
B 86.4% to 82.5% of total points	D 64.4% to 59.5% of total points 59% & below is failing
B- 82.4% to 79.5% of total points	I Incomplete (6 week window for work completion)
C+ 79.4% to 76.5% of total points	NC No Credit

Grade Reports are available upon request by both the student and parent or guardian.

If you have **questions or concerns**, I can be reached via email at: kelly.williams@camas.wednet.edu or by phone at 360-817-4448.

Our classroom website with some assignments and a variety of other information can be located at the following address... <http://www.camas.wednet.edu/chs/tech/>

Course Lab Fee

There is a \$5.00 lab fee "per semester" assessed to each student enrolled in this elective course.



Student Signature

Date

Parent or Guardian Signature

Date

Parents please include an "email address" if you have one available... I will make every effort to communicate with you as needed relating to your son or daughters progress in class. *Thank you!*

Home Email Contact _____