03 Course Objectives

A. Demonstrate Cyber Safety
B. Understand Technology Responsibility
C. Complete Typing Units

By the end of the course, the student will be able to type at a speed of at least 35 words per minute with an accuracy of 90%.

04 Methods

Students will use their school Office365 accounts as well as their accounts on Typing.com.

Username:

Office365 Password:

Typing.com Password:

05 Classroom Rules

- No food, drinks, or gum is allowed in the computer lab or library media center.
- Talk only with permission.
- Stay in assigned seat unless you have permission to be up.
- Need help?   Please be patient and raise your hand.
- Be positive
- No cell phones should be out during class

06 Consequences

- First Offense: Warning
- Second Offense: Student Conference
- Third Offense: Parent Contact
- Fourth Offense: Office Referral

If serious enough, steps may be skipped.

Disciplinary notes will be entered in Chalkable and will be viewable at home.

07 Parent Information

Please fill out and return just this portion.   The rest should remain in the student's notebook.

Parent/Guardian Name (please print): _____

Email address: _____ Phone Number: _____

If necessary, I prefer to be contacted by (circle one): Email   Phone   Both

I have read and understand the above information.

_____   _____
Student Signature   Parent Signature

Additional questions that I have: