

Warren County School District
PLANNED INSTRUCTION

COURSE DESCRIPTION

Course Title: Computer 8

Course Number: 00502

Course Prerequisites: none

Course Description: (Include “no final exam” or “final exam required”)

Computer 8 is a semester course designed to educate and discuss digital citizenship, internet safety, word processing skills, presentation and spreadsheet introductions, and Web 2.0 skills.

No final exam for required.

Suggested Grade Level: 8

Length of Course: One Semester: 5 days a week Other:

Units of Credit: .5 (Insert ***NONE*** if appropriate.)

PDE Certification and Staffing Policies and Guidelines (CSPG) Required Teacher Certification(s):
Business, Computer, Information Technology K-12

Certification verified by WCSD Human Resources Department:

 X Yes No

Board Approved Textbooks, Software, Materials:

Title: Microsoft Office 2010 Introductory

Publisher: South-Western, Cengage Learning

ISBN #: 978-0-538-47539-6

Copyright Date: 2011

Title: Word Introduction 2016 (Windows)

Publisher: Beezix Quick Reference Guides

Copyright Date: 2017

Online Resources: commonsensemedia.org

Date of WCSD Board Approval:
BOARD APPROVAL:

Date Written: March 13, 2018

Date Approved: _____

Implementation Year: 2018-2019

SPECIAL EDUCATION AND GIFTED REQUIREMENTS

The teacher shall make appropriate modifications to instruction and assessment based on a student's Individual Education Plan (IEP) or Gifted Individual Education Plan (GIEP).

SPECIFIC EDUCATIONAL STANDARDS, CONTENT, & SKILLS

Performance Indicator	Assessment
Digital Citizenship 15.4.8.B Interpret and apply appropriate social, legal, ethical, and safe behaviors of digital citizenship.	<ul style="list-style-type: none">• Quizzes• Teacher Observation• Tests• Projects
Emerging Technology/Careers 15.4.8.M Explore and describe how emerging technologies are used across different career paths.	

Performance Indicator	Assessment
Influence the Emerging Technology 15.4.8.A Analyze the influence of emerging technologies on daily life.	<ul style="list-style-type: none">• Quizzes• Teacher Observation• Tests• Projects
Input Technology 15.4.8.D Create projects using emerging input technologies	
Digital Media 15.4.8.K Create a multimedia project using student-created digital media	

Technology Research 15.4.8.L Evaluate the accuracy and bias of online sources of information; appropriately cite online resources.	
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Computer 8 Course Outline (Semester Course, 18 weeks)

1. Digital Citizenship (2 weeks)
2. Microsoft Word (9 weeks)
3. Introduction to Microsoft Excel (1 week)
4. Introduction to Power Point (2 weeks)
5. Web 2.0 Tools (4 weeks)

ASSESSMENTS

Suggested Formative Assessments: The teacher will develop and use standards-based assessments throughout the course.

- Pre-Assessments of prior knowledge (e.g. entrance cards or KWL chart)
- Labs/lab reports
- Bell ringers/Problems of the Day(PODs)
- Discussions
- Teacher observation/Questioning
- Graphic organizers (e.g. Venn diagrams, word mapping, webbing, KWL chart, etc.)
- Summarizing
- Retelling
- Notetaking
- Problem-based learning modules
- Authentic assessment
- Oral presentations
- Outlining
- Journaling
- Student presentations/projects
- Open-ended response
- Classroom Performance System (CPS)

Suggested Summative Assessments:

- Essays
- Open-Ended Responses
- Projects
- Quizzes/tests
- Student presentations
- Portfolios

District Approved Assessment Instruments

- Any district approved assessment instrument

Portfolio Assessment: _____ Yes X No

District-wide Final Examination Required: _____ Yes X No

Course Challenge Assessment (Describe): No

WRITING TEAM: Jessica McElhaney, Cathie Cummings, Michelle Johnson, Joe McClellan

WCSD STUDENT DATA SYSTEM INFORMATION

1. Is there a required final examination? _____ Yes X No
2. Does this course issue a mark/grade for the report card?
 X Yes _____ No
3. Does this course issue a Pass/Fail mark? _____ Yes X No
4. Is the course mark/grade part of the GPA calculation?
 X Yes _____ No
5. Is the course eligible for Honor Roll calculation? X Yes _____ No
6. What is the academic weight of the course?
 _____ No weight/Non credit X Standard weight
 _____ Enhanced weight (Describe) AP