

Warren County School District
PLANNED INSTRUCTION

COURSE DESCRIPTION

Course Title: Computer Technology 9

Course Number: 01253

Course Prerequisites: None

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

The purpose of this course is to help students acquire the skills necessary to become proficient with the computer. This course will include topics in spreadsheets, digital citizenship, blogging, graphic arts software and design, presentations, and basic webpage design.

Suggested Grade Level: 9

Length of Course: X One Semester Two Semesters Other (Describe)

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

Date of WCSD Board Approval: May 9th, 2011

	Performance Indicator	1	2	Assessment
A.	3.7.10C - Apply basic computer operations and concepts			<ul style="list-style-type: none"> • Quizzes • Teacher Observation • Tests
B.	3.7.12C - Evaluate computer operations and concepts as to their effectiveness to solve specific problems.			
C.	3.7.10D Utilize computer software to solve specific problems.			
D.	3.7.12D - Evaluate the effectiveness of computer software to solve specific problems.			
E.	3.7.10E - Apply the basic computer communications systems.			
F.	3.7.12E - Assess the effectiveness of computer communications systems.			

For essential questions and content, see Curriculum Map -Computer Technology 9

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: X Yes _____ No

Course Challenge Assessment (Describe): Students must obtain an 85% or better on the District wide final exam for Computer Technology 9.

WRITING TEAM: Cathie Cummings, Michelle Johnson, Jessica McElhaney, Laura Rehe, Tom Smoulder

WCSD STUDENT DATA SYSTEM INFORMATION

1. Is there a required final examination? X Yes _____ 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

Required Course Sequence and Timeline

(Content must be tied to objectives)

1. Digital Citizenship/Blogging (2 Weeks)
 - a. Internet Safety
 - b. Privacy and Security
 - c. Relationships and Communication
 - d. Cyberbullying and Digital Drama
 - e. Digital Footprints & Reputation
 - f. Self-Image & Reputation
 - g. Self-Image & Identity
 - h. Information Literacy
 - i. Creative Credit & Copyright
2. Excel (6 Weeks)
3. Introduction to Adobe Photoshop, Illustrator, Indesign
 - a. Adobe Photoshop
 - i. Toolbars
 - ii. Basic Editing

1. Photos
 2. Typography
 - b. Adobe Illustrator
 - i. Toolbars
 - ii. Basic Editing
 1. Drawing Tools
 2. Typography
 - c. Adobe Indesign
 - i. Toolbars
 - ii. Basic Editing
 1. Basic Layout Design
 2. Insert Photos
4. Basic Webpage/Webdesign/Power Point
 - a. Basic Webpage
 - i. Foundation of Website Creation
 - ii. Web Page Elements
 - iii. Webpage Creation
 - b. Power Point
 - i. Basic Vocabulary
 - ii. Toolbars
 - iii. Proper Setup of Presentation