

7th Grade Computer Applications Syllabus Class Location

Mr. John Dunaway
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www.mrdunaway.com

Computer Lab room 109 *No food in class except for 2nd chance breakfast.*

Course Description: During this course, students will focus on basic computer skills and responsible computer use. Students will use create business publications using Office 365 along with other software applications regarding Photo Editing and Web Page design applications. We will expand on business and personal finance and investing as well as integrating core topics into our activities.

Supplies Needed

Pencil, Pen, Paper, and Planner
Headphones or Ear buds

Expectations:

Respect Yourself

Respect Others

Respect Property

(No racing the chairs through the room unless instructed by Mr. Dunaway)

Homework and Grading Policy: Traditional Grading Scale (90-100 = A). Grades are based on participating and showing growth in particular topic areas. The design of the class is such that all work should be done in class. Should a student need some extra time to complete a project we will work together before or after school or during CAT time. I do not expect to have very much homework outside of class – I would prefer students play outside when they go home (unless they have a personal passion to pursue higher level technology and business topics – and they have parental permission).

Make Up Work/Missing Work

Students need to take responsibility to communicate with me about missing work. If a student is absent for an extended time, we will discuss a way to modify missing work for a reasonable work load.

Please do not hesitate to contact me if you have questions, or check my website for further information – www.mrdunaway.com