

Computer Technology Syllabus

Mrs. Sartin

Email: sartind@jacksonk12.org

School Website: <https://www.jacksonk12.org/Domain/24>

Phone: 256-437-2945 or 256-548-4663

STEVENSON MIDDLE SCHOOL

STEVENSON MIDDLE SCHOOL

Course Description

This course will cover the basics of computer technology in today's world. Students will focus on the following components of computer proficiency: keyboarding, Google, coding, and research. Students will apply their knowledge to everyday uses of the computer in the business world and their own lives.

- I. **Keyboarding** - Students will be taught proper finger placement on the "home row" and will be expected to use proper typing techniques when practicing their typing skills and when completing assignments.
- II. **Google** - Students will use Google Classroom to complete and turn in assignments.
 - A. **Google Docs** - Students will use Google Docs to write paragraphs and essays.
 - B. **Google Sheets** - Students will use Google Sheets to create tables, charts, and graphs that correspond to those tables and charts and give a picture of the data.
 - C. **Google Slides** - Students will use Google Slides to create presentations on varying subjects.
 - D. **Google Drive** - Students will learn how to access and save all of their work to Google Drive.
- III. **Coding** - Students will learn what coding is and use an online coding website to learn the basics of coding.
- IV. **Research** - Students will explore different concepts and ideas by researching them online.

SIGN UP FOR REMIND

5th Grade
Text @sartin5
to 81010

6th Grade
Text @sartin6
to 81010

7th Grade
Text @sartin7
to 81010

8th Grade
Text @sartin8th
to 81010

