

Hopewell Middle School
6th grade Business & Computer Science
Course Syllabus

Teacher	Dr. Lindsay Rock	Room	A152
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Course Description

Using project-based instruction, student will be introduced to the principles of business in the 21st century while refreshing their keyboarding skills. This course will also help students use computers effectively in their lives, thus providing a connection of computer science and business careers. The goals of this course is to provide all students with an introduction to the principles of computer science, basic keyboarding skills, Internet safety and usage, and computer applications. Students will explore how personality traits and personal values align with career choices. Personal, professional, and ethical standards of behavior for the workplace will be examined and reinforced in the classroom.

Course Standards

MSBCS-BCSI-1 Identify computer system components

MSBCS-BCSI-2 Identify and demonstrate computer maintenance and safety

MSBCS-BCSI-3 Develop an individual career plan reflecting their personal traits and values

MSBCS-BCSI-4 Develop keyboarding skills by touch with speed and accuracy

MSBCS-BCSI-5 Discuss Internet safety and security

MSBCS-BCSI-6 Utilize the Internet as a resource

MSBCS-BCSI-7 Develop and model employability skills

MSBCS-BCSI-8 Utilize word processing software

MSBCS-BCSI-9 Develop and apply basic spreadsheet skills

MSBCS-BCSI-10 Develop and apply basic database skills

MSBCS-BCSI-11 Develop and apply basic desktop publishing skills

MSBCS-BCSI-12 Acquire basic knowledge and skills of multimedia/presentation software

All course material/assignments/projects will be online.

Go to portal.office.com and log-in with ID@festu.org as the username and DOB as the password in the format MMDDYYYY.

All assignments will be “turned in” online, unless otherwise stated in the instructions for that particular assignment/project.

Expectations for Academic Success

- 1) Complete daily classwork assignments.
- 2) Participate in discussions and ask questions.
- 3) Participate constructively as a team member.
- 4) Problem solve and accept challenges.
- 5) Challenge yourself to continuously improve.