

6th Grade

Computer Science Course Syllabus

Instructor: Mr. Pat Coyne
Phone: (352) 259-6860

Email: patrick.coyne@tvcs.org
Room: 4-112

In this course, students will develop proper keyboarding skills, become more proficient navigating through Google Classroom, Gmail, Calendar, Drive and Docs (word processing), learn the importance of internet safety and will also be introduced to basic knowledge of web page creation.

APPLICATIONS

Students will use the following online applications:

- EduTyping - Only to be done in the classroom with teacher
- Google: Classroom, Gmail, Calendar, Drive and Docs
- UCertify - ICT Word Processing Essentials
- UCertify - ICT CyberSecurity Essentials

SUPPLIES

- Wired earbuds or headsets - **a working pair must be kept in backpack everyday**

ASSESSMENT

Students' grades will be determined by using the following categories and percentages:

Practice	--	30%
Performance (Mastery)	--	70%

Grading Scale: A (90-100) B (80-89) C (70-79) D (60-69) F (0-59)

CLASSROOM EXPECTATIONS/RULES

1. Be on time and where you are supposed to be. (Prompt)
2. Be prepared and on task. (Prepared)
3. Ask for what you need. (Positive)
4. Strive for excellence and always do your best. (Productive)
5. Respect the rights, responsibility, and property of others. (Polite)
6. Be a good person. If someone needs help, help him or her.... If you see a piece of trash laying around, pick it up and throw it away.... Smile at / speak to someone as you walk by... Set an example for others, be a leader! (Proper)

You are responsible for reading and following the student handbook as well as classroom procedures and classroom rules. When you make a choice that violates classroom and/or school rules, disciplinary consequences will be implemented. Please refer to the following documents found on the tvcs.org website under "Middle School," "Forms/Documents/Newsletters":

-  **24-25 VCMS Student Handbook.pdf**
-  **24-25 Classroom Behavior Management Plan.pdf**

CELL PHONE AND SMARTWATCH POLICY

Cell phones, smart watches and any other communication devices may not be used while on campus. Parents, if you feel your child must have one of these electronic devices, it must remain in his or her backpack, **TURNED OFF** while at school and during Extended Care. Texting and video recording are not permitted any time during the school day.

Students are not to call, text, or message their family members during the school day. If students need to reach a member of their family, they can use one of the phones in the main office. You can help us enforce this policy by not texting your children and calling or answering their calls during the day.

Students with a device visible and/or using a device anywhere at school will have their device taken for the remainder of the school day. The teacher who takes the phone or smartwatch will turn it into the main office for the parent to pick up, and the student will receive a consequence for his or her choice.

MR. COYNE'S CLASSROOM PROCEDURES:

To complete your assignments by the due date, you need to **pay attention** to the instructions you are given and **use your time wisely**. This requires you to **respect** the classroom rules, classroom procedures, teacher and your classmates.

Student, after each of the following below reviewed in class please initial:

Beginning of class:

1. Place your backpack in the designated area - both the student's cell phone and/or smartwatch must be turned off and placed inside his or her backpack.
2. Sign on to your computer and **silently work** on your Bellringer.
3. Be in your assigned seat with your materials **before** you hear the tardy bell.

During class:

1. Follow all the expectations, guidelines, procedures and policies set by the School Handbook.
2. Do not touch anyone else's computer, keyboard or mouse, or anything that is not yours.
3. **Internet access** is only permitted by Mr. Coyne's approval. This includes games, music and downloading files.
4. **Work quietly and independently** unless you are working in a group or if the teacher has acknowledged you to speak. It is important to wait your turn to speak, respectfully listen to whoever is talking and speak when you are acknowledged by the teacher.
5. **Raise your hand** if you have a question or want to leave your seat.

Dismissal at the end of class:

1. Close all computer applications that you have used and sign out; **DO NOT SHUT DOWN**.
2. Leave your area clean. Put things back when you are finished including papers, the keyboard, mouse, and your chair. **Leave your area better than how you found it.**
3. When the classroom is in order, **wait at your desk** for the teacher to dismiss you.

Communication:

- Students, it is very important to **check your school email** multiple times a day.
- Parents, please check **daily** the email you provided VCMS for school messages.
- Parents may also receive a call from their student to schedule time before or after school to make up work.

Google Classroom: Students will utilize Google Classroom to access and submit assignments. It should be checked multiple times a day. **Due dates will be posted in students' Google Classroom, Google Calendar, and my Teacher Connection page calendar located on the school website www.tvcs.org.** Also, if students are absent or find themselves behind, they can access their work at home through Google Classroom. This will give them the opportunity to stay caught up.

Make-up Work: Absent students **must turn in missed work upon returning to school** the number of days missed plus one. To clarify what is an excused absense refer to the VCMS Student Handbook.

Late Work: Assignments turned in **1 day** late will be accepted for a **maximum of 60%** and those turned in late or more days will receive a **zero**. If assigned a week in advance there will be no exceptions.

I am always available to any student or parent. The best way to communicate with me is by email. You may email me any time at patrick.coyne@tvcs.org.

ELECTRONIC SIGNATURE PAGE -

I have read and understand the classroom rules, classroom procedures, and consequences for the 6th grade *Computer Science* course and I will do my best each day to abide by them.

Please view the Electronic Signature Page linked below

**Please Sign and Return the [Electronic Signature Page](#)
By Friday August 16, 2024**