

6th Grade Computers
Mr. Jacks Rm. 215
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Welcome to 6th grade Computers. During this semester you will be practicing and improving your typing skills through All the Right Type, as well as online typing games. The other key component to this class is introducing you to the various software included in Microsoft Office (Word; Excel; PowerPoint; and Possibly Publisher, if time allows). Another component will be using Google Docs and using your new Google Drive. In order to provide you with the best climate for successful learning, the following expectations need to be followed.

MATERIALS: (EVERYDAY)

- **AGENDA**

EXPECTATIONS:

The 3 R's Respect Yourself, Respect Others and Respect Property

- Enter the class quietly; log on if that is the directions.
- Do bell work assignment.
- **Listen** to the directions when they are given.
- **Follow** all school policies that are in your agenda
- Come **Prepared** to class with necessary materials
- **Appropriate behavior/task is expected everyday.**
- **No food or drinks are allowed in computer lab.**

Consequences: (for not following expectations)

- 1st Warning: 2nd Phone call home: 3rd referral
Not following school policy and classroom rules

Consequences: (for not being prepared, listening to directions or being off task/inappropriate behavior.

- 1st loss of points: 2nd loss of points and call home: 3rd referral.

Daily Points

Depending on the lesson for each day you can accumulate up to 10 points daily. If you are doing the right thing you get the points.

Computer Time (free time)

This is a privilege. If you have successfully finished your week of work and have followed all expectations for the week then you could receive some free-time on the computer.

Free time constitutes: appropriate age level games that relate to learning (non-violent), paint program, typing practice, homework needed for other classes, or projects that you are working on in class.

The final decision of whether you can play games suitable is decided by the teacher.

*****In order to provide a safe learning environment, at any time you may be immediately removed from the classroom.**

***** Internet abuse – Use of the Internet inappropriately will result in a minimum of revoking privileges.*****

I _____, have thoroughly read and understand the

(Student)

6th grade computer class information sheet. I understand that if I fail to meet the expectations of this class, then the consequences for my infraction will be enforced.

Student signature

Date

I _____, have read and discussed this with my
(Parent/guardian name printed)

child. I am in agreement with the expectations and consequences set forth by the teacher, Mr. Jacks.

Parent/Guardian signature

Date

If you have any questions or concerns you may contact me via email or by calling 474-2200 and leaving a message with your child’s house. I will return the call as quickly as I can. I look forward to a Great Year!

