

Classroom Expectations for Students enrolled in Computer Applications

Use PowerSchool at [https:// powerschool.elcosd.org/ public](https://powerschool.elcosd.org/public) to check class progress and grades
OR
email me at AHicks@elcosd.org

Behavior

- Students are responsible for maintaining proper behavior, which respects the rights of all individuals involved in the educational process.
- All students are expected to speak and act respectfully to their classmates and Mrs. Hicks.

Attendance

- Students are responsible for regular school attendance, to report to their assigned classes on time, and to make up work missed due to absences.
- On and every occurrence after the 4th tardy to class per semester, detention will be assigned.

Educational Materials

- Students are responsible for the proper care of all educational materials, which they use in their classes.
- Students are responsible for all material at and around their assigned seat.
- It is the student's responsibility to alert Mrs. Hicks of any damage to any of the material at their desk as soon as noticed. If the student fails to alert Mrs. Hicks, then said student is responsible for the damage.

Classroom Participation

- Students are responsible for participation in classroom activities and for completing assigned work.
- Class participation is a portion of the grade in this class. It is up to the student to participate and be involved during class discussions.

Classroom Rules

- Students are responsible for following the specific classroom rules established by their teachers.
- Students must keep their Desktop Screen the default blue. If any student changes their screen at any time, they will receive a detention everyday until it is changed back.
- Computer game play will result in a detention.
- Cell phone use will result in a detention.
- Food or drinks are not allowed in the computer section of the classroom.

Grading Procedures

- Students are responsible for understanding the grading procedures established by their teachers.
- Each project will be introduced with a requirements sheet that can also be used as a check sheet. Before the project is due a grading rubric will be available for use.
- Every student is expected to "drop" their work into Mrs. Hicks' Drop Box by the established due date. If a project is not in Mrs. Hicks' drop box by the established date a letter grade will be deducted for each day the assignment is late.
- Below is the percentile breakdown of Marking Period grades.
 - 20% On Task/Class Participation
 - 65% Projects/Class Assignments
 - 15% Tests/Quizzes