

Name: Mrs. Nikki O’Farrill
Title: Technology Integrator

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The goal of this course is to meet The Archdiocese of Newark standards for Educational Technology and Digital Citizenship. Students will advance their Google Skills, Digital Citizenship Knowledge, Keyboarding and Computer Programming Skills.

Grading Policy Participation in the computer-based learning programs (Lab Work and in class Assignments) 75%, Projects 25%. All assignments in grades 4-8 will be turned in online. You may share with me or email me completed assignments.

Rules & Procedures: Students will follow the rules and procedures in the School handbook. Respect teachers & staff as well as all equipment, students, and their work. No Food No gum, candy, or water are allowed.

Changing the computer settings is NOT allowed without teacher permission.

If a visitor enters or if the teacher receives a call from the office, you should remain on task and quiet. **We do not cheat, copy other people's' work, or copy materials from the Internet unless you cite the sources.** Otherwise, it is called plagiarism.

Streaming music and viewing music videos are NOT allowed without teacher permission. Content must be clean.

Curriculum: <https://catholicschoolsnj.org/technology-maps/>

PreK3 to Third grade will work on computer projects guided with the teacher, in small groups student can collaborate with each other using Legos, ipads, and various other technology manipulative. Grades 4 to 8 will learn to become better Digital Citizens. Develop effective keyboarding technique, Practice Keyboarding speed and accuracy, develop file management skills, learn word processing, spreadsheet, and presentation software Skills, Apply Editing and correction skills, develop effective internet etiquette and searching techniques. They will have technology related projects/assignments designed for that grade’s developmental & proficiency levels. Topics covered by all grades will also include online safety, digital etiquette, cyber bullying, appropriate use, protecting your online reputation, social networking, plagiarism, copyright and fair use, how to conduct effective searches, how to evaluate sites for accuracy and bias, as well as computer and Internet History. Students will use communication and collaboration tools in class such as Google Classroom, Google Apps for Schools and discussion boards.