Explorer Middle School
Digital Media Course Syllabus
2018-2019

Instructor: Mrs. Demaris
Email: demarised@mukilteo.wednet.edu

Location: Room 328
Online: EMScomputers.weebly.com

Course Overview

Over the course of this class, students will learn a variety of introductory digital media skills. Students will explore digital photography and composition, presentation software options, elements of marketing and design, visual storytelling, video and graphics editing, programming, stop-motion animation, and website design. A few of the programs students will explore throughout the year include: Adobe Photoshop, Weebly, Scratch, Powtoon, Pivot, and Hue.

Materials/Student Supplies

Students will work on desktop computers and use the digital equipment in room 328. Headphones and pencils will be provided, though students are welcome to bring their own. Planners are encouraged.

Grading Procedures

Grades will be based on projects and daily activities. Projects are worth 60% of student grades. Journal, participation, and other daily skill-building activities are worth 40%. Grades are on the district standard A-F grading scale. *Late work policy*: Assignment is worth 70% starting first day after assignment due date. Late assignments are accepted for 1 week (5 school days). Students can arrange to make up work during Eagles Landing.

Classroom Rules and Expectations

- Polite – treat everyone (classmates, teachers, and yourself) with courtesy and respect.
- Prepared – have all needed materials and meet due dates.
- Productive – no one will interfere with the learning of others, including themselves. (No cell phones, slime, game playing, or touching another student's computer without permission.)
- Prompt – be on time and in assigned seat when the bell rings.
- Proud – quality work is expected at all times.

As our classroom is a computer lab, students are expected to take extra care in helping us maintain a fully functioning work environment where all students can stay focused on learning. To that end:

- ★ **No food or drink**.
- ★ Computers must be used for approved activities, ONLY, **at all times**.
- ★ Report any malfunctions immediately.

Camera Rules

1. ALWAYS put the wrist strap around your wrist or neck strap around your neck.
2. If you leave class to shoot pictures, be back in the class **10 minutes** before the bell.
3. You and your partner(s) are the **only** ones who have permission to use the camera.
4. Whenever you're out of the room, you MUST wear your name badge & a vest so it's clearly visible. Stay away from other classes, zero interference.
5. You are responsible for the safety of the camera, be VERY careful with it. You break it, you buy it.
6. The responsibility is yours for whatever images are on your camera.

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ACCEPTABLE USE OF ELECTRONIC INFORMATION SYSTEMS

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The following are some of the procedures that describe acceptable use of the technology and information network by students. Violations constitute cause for revocation of access privileges, school disciplinary action in accordance with the Student Rights and Responsibilities, and/or appropriate legal action. **Please read them carefully**. (See full document in the Student Rights and Responsibilities booklet)

- All use of the network must be in support of education and research and consistent with the mission of the district.
- System components, both hardware and software, shall not be destroyed, modified, or abused in any way.
- Use of the system to access, store or distribute obscene, pornographic, lewd, or violent material, or any other objectionable material of an improper or illegal nature, is prohibited.
- System accounts are to be used only by the authorized individual for whom the account is established. Users shall not seek information concerning other user accounts.
- Users are encouraged to change passwords regularly, and avoid easily guessed passwords, to ensure proper security.
- Personal information should remain confidential when communicating using the district network, and students should not reveal such information without permission from the teacher or supervisor.
- The unauthorized installation, use, storage or distribution of copyrighted software or materials on district computers is prohibited.
- For security and administrative purposes, the district reserves the right for authorized personnel to review system use and file content. The district reserves the right to remove and/or disable user accounts on the system to prevent unauthorized activity.
- Violations of any of the conditions of use may be cause for disciplinary action.

*_____(Initial)

*Parents/Guardians***:** Thank you for taking the time to read this syllabus and for supporting your child's education. Please, *keep this syllabus* so that you have my contact information and a link to the class website. Have your student return the attached half sheet with your signature to Mrs. Demaris. I look forward to working with all of you throughout the coming school year!

Students: After reading the course syllabus together in class, please take it home and read through it with your parents/guardians. Both you and your parents/guardians need to sign the attached half sheet, acknowledging and agreeing to classroom policies and rules and **return** the signed half sheet to Mrs. Demaris by **Monday, September 10th.** This is your first assignment for this class and needs to be turned in before you may use the school's equipment!