



*This syllabus is subject to change as needed.*

**Quarter & Term:** 2018-2019

**Course Number & Title** Introduction to Digital Technology

**Instructor Name and email:** Mrs. Shannon Anderson-Rush,  
sanderson-rush@forsyth.k12.ga.us  
770781-6637 x160848 (M-F daytime)

**Office Hours & Location:** M-F: 12:00 p.m. – 2:00 p.m., 5:00 p.m. – 8:00 p.m.

**Delivery Method:** online: [www.mrsrush.net](http://www.mrsrush.net)

**Pre-requisites:** None

---

**COURSE INFORMATION**

---

**COURSE OBJECTIVES & COMPETENCY AREAS:**

Introduction to Digital Technology is the foundational course for Web & Digital Communications, Programming, Advanced Programming, Information Support & Services, and Network Systems pathways. This course is designed for high school students to understand, communicate, and adapt to a digital world as it impacts their personal life, society, and the business world. Exposure to foundational knowledge in hardware, software, programming, web design, IT support, and networks are all taught in a computer lab with hands-on activities and project-focused tasks. Students will not only understand the concepts, but apply their knowledge to situations and defend their actions/decisions/choices through the knowledge and skills acquired in this course. Employability skills are integrated into activities, tasks, and projects throughout the course standards to demonstrate the skills required by business and industry. Competencies in the co-curricular student organization, Future Business Leaders of America (FBLA), are integral components of both the employability skills standards and content standards for this course. Various forms of technologies will be highlighted to expose students to the emerging technologies impacting the digital world. Professional communication skills and practices, problem-solving, ethical and legal issues, and the impact of effective presentation skills are taught in this course as a foundational knowledge to prepare students to be college and career ready. The knowledge and skills taught in this course build upon each other to form a comprehensive introduction to digital world.

---

## **STUDENT LEARNING OBJECTIVES:**

---

Student learning objectives for Marketing Principles are found at:  
[http://secc.sedl.org/ga\\_pathways/files/Introduction-to-Digital-Technology.pdf](http://secc.sedl.org/ga_pathways/files/Introduction-to-Digital-Technology.pdf)

---

## **Forsyth Policies**

---

**GRADING POLICY:** 90-100=A; 80-89=B; 70-79=C; Below 70=F

**GRADING SCALE:** Assignments (including quizzes): 25%; Tests: 75%

Assignments/Tests are expected to be submitted by the end of the week unless the instructor is contacted in advance of the due date. All late assignment will be accepted in accordance with Forsyth's late work policy.

**INSTRUCTIONAL METHODOLOGY USED:** Presentations, quizzes, tests, lecture, assignments, access to publisher website, discussions, and evaluations

### **WORK ETHICS:**

To promote positive behaviors, Students will discuss the following topics: Attendance, character, teamwork, appearance, attitude, productivity, organization, communication, cooperation and respect. A separate grade will be given to the student. 1=unacceptable; 2=acceptable and 3=above average.

### **ATTENDANCE REGULATIONS:**

Attendance will be tracked and marked in Infinite Campus. Attendance is based on assignment completion in itsLearning in accordance with Forsyth attendance policy. Attendance will also be tied to percentage of work complete and submitted by the due date. Students will lose their driver's license (the ability to apply for a driver's license) if absent for 10 or more days in a school year.

### **PLAGIARISM/CHEATING**

Making false representations to the Academy, including forgery and unauthorized alteration of documents, unauthorized use of any document or instrument of identification. See the Student Handbook for specifics on Academic dishonesty, including, but not limited to, dishonesty in quizzes, tests, or assignments.

**EMAIL COMMUNICATION:** ItsLearning email is the official medium for communication with students at Forsyth Virtual Academy. Students should monitor their ItsLearning email daily.