

# 7<sup>th</sup> Grade Technology

Susie Klausmeyer

sklausmeyer@stthomaswichita.com

## **Introduction:**

Welcome to class! This is a quick quarter to prepare you for high school and the 8<sup>th</sup> Grade Technology Assessment that you will take in 7<sup>th</sup> Grade at the end of the quarter (since you don't have computer class in 8<sup>th</sup> grade). We will be covering the Common Core Standards that relate to technology.

## **What to bring to class:**

Bring the following materials to class on time every day. You are tardy if you are not here with these materials on time. If you have to return to your locker to get these materials, you will be counted tardy.

- Pencil/Pen/Paper/Folder
- Agenda
- Assignment (if one is due)
- Other as announced

## **Procedures:**

I expect 7<sup>th</sup> graders to behave in class and to follow instructions during the class period.

1. Always demonstrate RESPECT toward all and the equipment.
2. Listen when I am talking and follow my directions at all times.
3. Keep your discussions in class related to class.
4. Have your agenda book with you at all times. It must be signed to leave the classroom (bathroom, drink, etc).
5. Follow technology use agreement that you signed.

## **Discipline Plan:**

I expect you to be able to behave and learn in my classroom. If you choose to misbehave, a typical sequence of consequences is:

- Warning
- Time Out
- Parents Contacted

*Severe problems or repeated problems will result in an office referral.*

## **Grading:**

Your grade will be weighted as follows:

Keyboarding: 40%

Projects/Homework: 20%

Tests/Quizzes: 40%

**Keyboarding:**

This quarter, you will be responsible for doing the keyboarding practice at home, during free time in class (if you finish a project early), or after school Monday-Thursday (if the lab is open). You are expected to keyboard for at least 30 minutes per week (it does not have to be all at once). Your keyboarding is due by midnight Thursday. You will need to be making sufficient progress on the lessons as well as improving your words per minute and accuracy.

Website: [www.typing.com](http://www.typing.com)

Username: «Username»

Password: «password»

You will be taking 2 minute timed tests throughout the quarter. The timed tests will be graded using the following two charts:

WPM	Grade	WPM	Grade	WPM	Grade
8	65	20	77	39, 40	89
9	66	21	78	41	90
10	67	22	79	42	91
11	68	23	80	43	92
12	69	24	81	44	93
13	70	25, 26	82	45	94
14	71	27, 28	83	46	95
15	72	29, 30	84	47	96
16	73	31, 32	85	48	97
17	74	33, 34	86	49	98
18	75	35, 36	87	50	99
19	76	37, 38	88	51+	100

Accuracy is as important as speed. The following chart will be used to deduct points when the accuracy is below 95%.

Accuracy	Points Deducted from Keyboarding Score	Accuracy	Points Deducted from Keyboarding Score
90%-94%	5	75%-79%	20
85%-89%	10	Below 75%	retake
80%-84%	15		

I have read the syllabus.

---

Student Signature

---

Parent Signature