



## Course Syllabus

Ms. Blackburn

2024-2025

**COURSE DESCRIPTION**= Cyber Foundations is an innovative instructional program that prepares students to effectively use technology in learning, communication, and life. Cyber Foundations introduces students to critical-thinking and problem-solving skills used in computing, which is impacting every career field.

Unit #	Unit Name	Career Cluster Focus	Hours
1	Orientation & Digital Citizenship	Law, Public Safety, Corrections & Security	10
2	Student Organizations	None-Focus placed on leadership skills, organization, & time mgmt.	2
3	21 <sup>st</sup> Century Toolbox	None-Focus placed on the Framework for 21 <sup>st</sup> Century Learning	3

4	Keyboarding	Business Mgmt & Admin	20
5	Word Processing	Hospitality & Tourism	20
6	Spreadsheet Applications & Financial Literacy	Finance	20
7	Graphic Design & Multimedia Tools	Arts, A/V Tech, Communication	20
8	Problem-Solving	STEM	10
9	Web Development	Programmer, Web Develop, & Networking	20
10	Intro to Block-based programming	Game designer, Computer Programmer, & Mathematics	10

#### SUPPLIES:

No Supplies are needed for Cyber Foundations, but if a student wants to bring their personal headphones (not air pods), they can.

#### TEACHER COMMUNICATION:

Email-kblackburn@madison-schools.com

Phone- 601.855.2406

#### COURSE POLICIES & PROCEDURES:

- Check workstation at the start of class; Any issues must be reported to me at the start of class because if you wait until they end, I will assume it was you
- No food, drinks, candy, or gum in lab
- Hair brushes, combs, picks, cosmetics, perfume, lotion should be kept in backpacks.
- Remain at assigned workstation, unless otherwise directed
- Log off or shut down computer properly
- Do not touch external cards or cords
- Do not move assigned keyboard or mouse from workstation
- Push chair under at the end of class and stand in front of your workstation until dismissed by me

### INTERNET USAGE RULES/AGREEMENT:

- Students are only allowed to be on school/teacher approved sites on the internet. Any searches, images, and information must be school appropriate!
- Students are NOT allowed to download anything to desktops!
- Students are NOT allowed to type any personal information on a website (unless approved and supervised by teacher).
- All activities on computer are monitored by Madison County Schools!

### GRADING POLICY:

A—90-100      66%—Major projects and tests  
B—80-89      34%—Daily Classwork  
C—70-79  
D—60-64  
F—64-D

### HOMEWORK:

Homework is not typically given in Cyber Foundations unless it is for extra credit. Of course, this homework policy is subject to change as needed and will be communicated to you.

### PARENTS:

I look forward to a very productive year. I am always available to answer any questions or concerns you may have. As a reminder, please take advantage of the tools available to assist you in monitoring your child's progress in all classes. Through teacher webpages, Canvas, and Active Parent you can see any upcoming projects, tests, events, and your child's class averages.

**NOTE:** The last page of the syllabus should be detached, signed, and returned to me not later than \_\_\_\_\_. This acknowledges that both you and your child have read and understood all items outlined in the course syllabus. If signed syllabus is returned by the deadline, it is a 100 for a grade! 😊

***Madison County Schools does not discriminate on the basis of race, color, national origin, sex, disability, age or religion.***

By signing below you (parent(s) and student) are acknowledging that you have received, read, and agree to the items outlined within the syllabus:

Parent Name (print): \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Student Name (print): \_\_\_\_\_

Student Initials: \_\_\_\_\_

Block: \_\_\_\_\_

Date: \_\_\_\_\_

Return no later than \_\_\_\_\_

