

WARREN COUNTY SCHOOL DISTRICT

PLANNED INSTRUCTION

COURSE DESCRIPTION

Course Title: Computer 8
Course Number: 00502
Course Prerequisites: None

Course Description: Computer 8 is a semester course designed to educate and discuss digital citizenship, internet safety, word processing skills, presentation and spreadsheet introductions, and Web 2.0 skills.

Suggested Grade Level: Grade 8
Length of Course: One Semester
Units of Credit: .5

PDE Certification and Staffing Policies and Guidelines (CSPG) Required Teacher Certifications:

K-12 Business Computer Information Technology CSPG 33

To find the CSPG information, go to <https://www.education.pa.gov/Educators/Certification/Staffing%20Guidelines/Pages/default.aspx>

Certification verified by the WCSD Human Resources Department: Yes No

WCSD STUDENT DATA SYSTEM INFORMATION

Course Level: Academic
Mark Types: Check all that apply.
F – Final Average MP – Marking Period EXM – Final Exam

GPA Type: GPAEL-GPA Elementary GPAML-GPA for Middle Level NHS-National Honor Society
 UGPA-Non-Weighted Grade Point Average GPA-Weighted Grade Point Average

State Course Code: 10005

To find the State Course Code, go to <https://nces.ed.gov/forum/sced.asp>, download the Excel file for SCED, click on SCED 6.0 tab, and chose the correct code that corresponds with the course.

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TEXTBOOKS AND SUPPLEMENTAL MATERIALS

Board Approved Textbooks, Software, and Materials:

Title: Microsoft Office 2010 Introductory
Publisher: South-Western, Cengage Learning
ISBN #: 978-0-538-47539-6
Copyright Date: 2011
WCSD Board Approval Date: 4/9/2018

Supplemental Materials: Online Educational Resources and Microsoft Office Software

Curriculum Document

WCSD Board Approval:

Date Finalized: 3/13/2018
Date Approved: 4/9/2018
Implementation Year: 2018-2019

SPECIAL EDUCATION, 504, and GIFTED REQUIREMENTS

The teacher shall make appropriate modifications to instruction and assessment based on a student's Individual Education Plan (IEP), Chapter 15 Section 504 Plan (504), and/or Gifted Individual Education Plan (GIEP).

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SCOPE AND SEQUENCE OF CONTENT, CONCEPTS, AND SKILLS

Performance Indicator	PA Core Standard and/or Eligible Content	Month Taught and Assessed for Mastery
Discuss and develop appropriate and safe online habits.	15.4.8.B, 15.3.8.M, 15.3.8.T	September January
Understand how to save, open, and organize files in Word.	15.4.8.D	September January
Create basic Word Documents that demonstrate knowledge of margins, layout, and design.	15.4.8.D	September January
Utilize Word insertions to create text boxes, shapes, charts, and graphs.	15.4.8.D	October February
Determine proper templates to create resumes, and other relevant materials.	15.3.8.E	October February
Compose a series of interrelated Word Documents that includes several documents in one folder.	15.4.8.D	October February
Design and manipulate an Excel Worksheet that is organized and sorted.	15.4.8.D	November March
Create an Excel Worksheet that includes formulas and functions.	15.4.8.D	November March
Structure a presentation using PowerPoint that demonstrates knowledge of slide orientation, transitions, insertions, and organization.	15.3.8.G, 15.4.8B	November March
Communicate, write, and produce a digital video.	15.4.8.K	November April
Create a game that solves a problem.	15.4.8.K.	December April
Critique an analyze a game.	15.4.8.K	December April
Explore different types of code: HTML and javascript.	15.4.8.K.	December May
Create print work that consist of business card and letterhead.	15.3.8.E., 15.4.8.G	December May
Edit photos using filters, lighting, and saturation.	15.3.8.E. 15.4.8.G	December May
Explore 3D print software.	15.4.8.G	January May
Explore storyboarding with online software.	15.4.8.G	January June
Discuss, explore, and analyze blogging.	15.6.8.L.	January June

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ASSESSMENTS

PSSA Academic Standards, Assessment Anchors, and Eligible Content: The teacher must be knowledgeable of the PDE Academic Standards, Assessment Anchors, and Eligible Content and incorporate them regularly into planned instruction.

Formative Assessments: The teacher will utilize a variety of assessment methods to conduct in-process evaluations of student learning.

Effective formative assessments for this course include: Exit questions, quizzes, and written responses

Summative Assessments: The teacher will utilize a variety of assessment methods to evaluate student learning at the end of an instructional task, lesson, and/or unit.

Effective summative assessments for this course include: Projects, tests, written responses and quizzes