HALIBURTON HIGHLANDS SECONDARY SCHOOL

Business, Computer, Tech Department

Evaluation Policy for
Introduction to Computer Studies

Course Code:	**ICS2O**		
Level:	**Grade 10, Open**	Teacher Contact Information:	
Credit Value:	**1.0**	Teacher:	**Mr. T. Dibblee**
Period:	**Period 2** (*on a Week 1*)	By Phone:	**(705) 457-2950 ext: 506**
Room Number:	**8**	By E-mail:	**T.Dibblee@tldsb.on.ca**
Department Head:	**Mr. D. Fockler**	Website:	**http://mail.tldsb.on.ca/~T.Dibblee/**

Course Description:

This course introduces students to computer programming. Students will plan and write simple computer programs by applying fundamental programming concepts, and learn to create clear and maintainable internal documentation. They will also learn to manage a computer by studying hardware configurations, software selection, operating system functions, networking, and safe computing practices. Students will also investigate the social impact of computer technologies, and develop an understanding of environmental and ethical issues related to the use of computers.

Prerequisite: None

Strands of Study and Overall Expectations include:

Understanding Computers

- A1. Describe the functions of different types of hardware components, and assess the hardware needs of users;
- A2. Describe the different types of software products, and assess the software needs of users;
- A3. Use the basic functions of an operating system correctly;
- A4. Demonstrate an understanding of home computer networking concepts;
- A5. Explain the importance of software updates and system maintenance to manage the performance and increase the security of a computer.

Introduction to Programming

- B1. Describe fundamental programming concepts and constructs;
- B2. Plan and write simple programs using fundamental programming concepts;
- B3. Apply basic code maintenance techniques when writing programs.

Computers and Society

- C1. Describe key aspects of the impact of computers and related technologies on society;
- C2. Describe computer use policies that promote environmental stewardship and sustainability;
- C3. Describe legal and ethical issues related to the use of computing devices;
- C4. Describe postsecondary education and career prospects related to computer studies.

Efforts will be made to meet the individual learning needs of students in order to ensure these expectations are being met.

Course Outline / Units of Study:

1. Types of Hardware (Internal Components, Peripherals)
2. Types of Software (Application, Programming, System)
3. Operating Systems (File Management, Keyboard Shortcuts)
4. Network Concepts (Applications Home Computing, Wireless)
5. Maintenance and Security (Anti-virus, Software updates)
6. Programming Concepts and Constructs
7. Writing Simple Programs
8. Code Maintenance
9. Societal, Environmental, Legal and Ethical Issues
10. Post-Secondary and Career Prospects

Evaluation Structure:

Knowledge/Understanding	20%
Application	20%
Communication	15%
Thinking/Inquiry	15%

The above is reflected both in the term work (worth 70% of the final mark) and the summative Culminating Activity (worth 30% of the final mark: a 10% Final Exam and a 20% Final Project).

Resources:

Textbook:

none

Policy Document:

The Ontario Curriculum Grades 10 to 12 and 12 Computer Studies – Revised 2008

Evaluation:

Students will be assessed & evaluated according to the work produced & skills displayed. Methods of providing feedback will include assessing work in process & evaluating completed assignments, tests, co-operative learning activities, simulations and presentations. Peer & self-evaluations will also be utilized.

Student marks will be determined by evaluating process & product according to 4 categories & 4 levels. Please see the chart below for specific skills and key words used to determine student competency in the different categories.

Category	Level 1: 50-59%	Level 2: 60-69%	Level 3: 70-79%	Level 4: 80-100%
Knowledge/Understanding ➢ Knowledge of content ➢ Understanding of content	**Limited** display of knowledge, skills and ability to apply concepts	**Some** success in displaying knowledge, skills and application of concepts	**Considerable** display of knowledge skills and ability to apply concepts	**Thorough understanding** of concepts and ability to communicate, think creatively and apply concepts
Application ➢ Applications in familiar contexts ➢ Transfer of concepts to new contexts ➢ Making connections within and between various contexts				
Communication ➢ Expression and organization of ideas and information in oral, visual, and written forms, including electronic forms ➢ Communication for different audiences and purposes in oral, visual, and written forms ➢ Use of conventions, vocabulary, and terminology of the discipline in oral, visual, and written forms				
Thinking/Inquiry ➢ Use of planning skills ➢ Use of processing skills ➢ Use of critical/creative thinking processes				

Learning Skills:

Students are expected to reflect the following skills throughout the course:

Responsibility: Fulfils responsibilities. Completes & submits work ON TIME. Manages own behaviour.

Organization: Devises & follows a plan. Establishes priorities & manages time. Uses resources to complete tasks.

Independent Work: Monitors, assesses & revises plans to complete tasks & meet goals. Uses class time wisely. Follows instructions with minimal supervision.

Collaboration: Accepts various roles in a group. Responds positively to ideas, opinions of others. Builds healthy peer relationships. Resolves conflict and builds consensus. Shares resources and promotes critical thinking to solve problems and make decisions.

Initiative: Looks for and acts on new ideas. Innovative and takes risks. Demonstrates curiosity and an interest in learning. Approaches new tasks with a positive attitude. Advocates for all appropriately.

Self-Regulation: Sets goals. Seeks help when needed. Reflects on own strengths, needs & interests. Identifies learning opportunities, choices and strategies. Perseveres and makes an effort when responding to challenges.

Students will receive the following letter grades: **E** - Excellent **G** - Good **S** - Satisfactory **N** - Needs Improvement

HALIBURTON HIGHLANDS SECONDARY SCHOOL

COURSE EXPECTATIONS AND EVALUATION POLICY

Welcome to ICS2O

Attendance

Regular attendance is essential for academic success in school. It is the student's responsibility to inform the teacher *beforehand* of any planned absences. It is the student's responsibility to get notes assignments and any other information missed while absent from class. This should be done on the student's first day back, either during class, lunch hour or after school. **Any student that is truant the last three days of a semester will not be allowed to write his/her final examination.**

Tests

Students must be prepared to write tests on the assigned day. Students who miss a test for no valid reason will receive a mark of zero. Any student who knows that he/she will be absent for a valid reason during a test must make arrangements with the teacher *before* the period in which the test is to be written. Students who miss a test for any reason should be prepared to write the test on the first day back at school or should make suitable arrangements with the teacher on the first day back.

Assignments

If a student is absent on the day work is assigned, it is his/her responsibility to get the assignment from the teacher. If a student is absent when an assignment is collected, it is to be submitted at the beginning of the period on the first day back.

Late Assignment Policy "Not Done is not Acceptable"

Please adhere to our new HHSS Late Assignment Policy. Students received this in their period one class on the first day of the semester.

Plagiarism

Plagiarism is the act of taking someone else's ideas or writing and passing it off as your own. Whatever material students consult in the preparation of essays/projects should be properly credited to the writer or source. Material may be quoted if the student identifies it as a quotation and cites the author. Copying another student's work is cheating, and is also called plagiarism. **A first offense may result in a mark of zero or an opportunity to redo/resubmit the evaluation, after consultation with the student, parent, teacher, department head and school administrator. A second offense will result in a mark of zero, a call home and the student will be referred to the Principal. A third offense will result in a mark of zero and may result in an in-school suspension.**

Computers are tools for education; not entertainment devices. Students who are not on task may have their computer account disabled for the remainder of the day (or longer.)

I hereby acknowledge that I am fully aware of the expectations and evaluation in the ICS2O course.

Student Signature: _____ **Parent's/Guardian Signature:** _____

Should it be necessary to contact you about your child's progress, it would be helpful if you would provide the appropriate information below:
Parent(s)/Guardian(s):

_____ Phone: (H) _____ (W) _____

E-mail: _____

_____ Phone: (H) _____ (W) _____

E-mail: _____

For students 18 years of age and over or who will turn 18 during the course:
I give permission for my teacher to contact my parents/guardians with regard to this course: _____