

COURSE: Multimedia Production
TEACHER: MR. HOLT –
GRADE(S): 7TH AND 8TH



Course Expectations 2008 – 2009 School Year

Course Description:

This one-year course is designed to introduce students to the use of technology as a creative tool. Students will gain a working knowledge of computers and acquire a basic knowledge of hypertext using graphics, audio, and video to enhance their web designs. This elective course will **not** meet the computer competency requirement for high school graduation.

Materials Needed:

All students are required to have one section in a three-ring binder or folder to keep all necessary class notes and assignments. Students will be expected to keep all class handouts and notebook checks will be given. In addition, students are expected to bring their computer binder, Cobra Planner and a pen or pencil to class each day.

Course Goals:

- To increase student knowledge and skills related to computers
- To demonstrate a basic understanding of website design and layout theory
- To develop vocabulary specific to web page design. To develop a basic fluency with HTML to implement a website in raw code.
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- To import graphics and sound on a web page from a variety of sources.
- To demonstrate basic skills with multimedia software.
- To create and upload a multimedia web site.
- To explain issues relative to the invasion of privacy, copyright, plagiarism, and the ethical use of information.
- To practice and model acceptable security, legal and ethical issues as outlined in the Clark County School District's Acceptable Use Policy.
- To practice and demonstrate safe use of the Internet.
- To explore career opportunities in web development.

Course Outline:

Quarter 1	Quarter 2	Quarter 3	Quarter 4
<ul style="list-style-type: none"> • AUP • History of the Internet • Netiquette • Internet Safety • Vocabulary • Basic HTML Codes 	<ul style="list-style-type: none"> • Search Engines • Website Evaluation • Website Layouts • Proper Citations • Multimedia Software • Digital Photos 	<ul style="list-style-type: none"> • Still Picture Movie • Video Editing • Scanning Pictures • Importing into website 	<ul style="list-style-type: none"> Audio Copyright Laws Importing sounds Web Development Careers Uploading Websites Course review

Grading Policy:

- Quarter Grading will be as follows:

Classwork and Homework	90%
Tests & Quizzes	10%

- Semester Grading will be as follows:

Each Quarter (1 st /2 nd) or (3 rd /4 th)	45%
Semester Exam	10%

- Grades will be based on the following scale

90 – 100	=	A
80 – 89	=	B
70 – 79	=	C
60 – 69	=	D
59 or below	=	F

Absences:

Students who miss class are responsible to make-up any missing work. Students will be given three school days for each day of absence to turn in missed work. Any student that needs to finish computer projects will be required to finish their work before school during Opportunity Period or after school if prior arrangements have been made with the teacher. Because computer projects are designed for Appleworks on Macintosh computers, computer work will need to be completed at school.

Students who have eleven (11) or more unexcused absences will receive an (F) for the semester grade. (CCSD Policy 111.B.2)

Progress Reports:

Students will receive progress reports at least two times each quarter.

Classroom Rules:

- No food, drink, or gum allowed.
- Remain in assigned seat unless directed by the teacher.
- Be responsible for your words, actions and schoolwork.
- Be respectful to adults and students, to school and personal property.
- Students are expected to raise their hand to answer questions. Shouting the answers out is not acceptable behavior.
- Running, hitting, kicking, poking, yelling, pushing, touching another students keyboard or mouse are not acceptable behaviors in the classroom. Students that are participating in this behavior will lose their computer privileges and may be required to complete an alternate written assignment.

Computer Rules:

- Students must use very low voices when at the computer. Students that talk loudly and constantly distract other students, will lose their computer privileges and complete an alternate written assignment at their desk.
- If you need help, you must raise your hand. Do not yell the teacher's name. Students should not leave their seat once they begin the assignments at their computer.
- Students are not to retrieve their paper from the printers unless directed to. The teacher will collect all printed assignments.

All students must remember that using the computer is a privilege. Any student that has a difficult time following the classroom/computer rules and has failed to improve their behavior through a teacher warning will be removed from the computer. Students that lose their computer privilege will be expected to complete a written assignment before returning to the computer.

Consequences/Discipline Procedures:

1. Verbal warning and discussion with the student
2. Loss of computer privileges/Alternate assignment
3. Parent Phone Call
4. Teacher Detention
5. Dean Referral

Note: For severe behavior problems or dress code violations, students will be automatically referred to the dean.

Passes:

Students are expected to keep the use of passes to a minimum.

Citizenship Grade:

The citizenship grade will be based on classroom behavior, class participation, punctuality, being prepared in class, and the willingness to perform assigned tasks.

Parent Contact:

If during the semester you have any questions or concerns regarding your child's progress, please don't hesitate to contact me. You may email me directly at (chh533@interact.ccsd.net) or contact the school to set up a Parent Teacher Conference.

STUDENT NAME: _____
(Please Print)

PERIOD: _____

COURSE EXPECTATIONS
Student/Parent or Guardian Signature Page
For
Mr. Holt's Multimedia Presentation class

I _____ have read and discussed the information
Student's Name
contained in the course expectations with my parent/guardian. I
agree to follow all rules and procedures as outlined in the course
expectation handout. I understand that by not following the class
rules or procedures I will be subject to the consequences listed
therein.

Student's Signature: _____

Date: _____

Parent/Guardian Signature: _____

Date: _____