Integrated Technology 2 Syllabus
Mr. Horwat – Room 135

Welcome to Integrated Technology II at Lenape! In this course, you will learn about entrepreneurship, how to create, manage and market a business, and how to use the Microsoft Office suite of applications!

Mr. Horwat's Contact Information

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Course of Study

Unit 1 – Entrepreneurship: Every business starts as an idea. In this unit, you will study the what entrepreneurship is and the characteristics that allow entrepreneurs to succeed, Then, you will research and create an advanced PowerPoint about an entrepreneur of your choosing.

Unit 2 – Business Plan: You will step into the world of entrepreneurship and create a business from scratch. However, before you can launch your business, you will need to create a business plan to secure funding to make your dreams a reality. In this unit, you will learn all about the elements of a business plan and how to write one.

Unit 3 – Digital Media: Now that you have created a well-developed business plan, you will need to market your business to attract potential customers and investors. You will use a variety of digital tools to design and create your choice of promotional materials for your business including, but not limited to, logos, web graphics and digital sound bytes.

Our Three Rules

1. **Effort:** Commit to classwork, follow assignment directions and **try your best**

2. **Honesty:** Communicate truthfully with teacher and peers; **academic honesty** i.e. '**doing our own work**'

3. **Presence:** Minimize outside distractions, **participate fully** in class lessons, activities, and projects

<u>Supplies</u>

To maximize our ability to use the computers and reduce our carbon footprint, Integrated Technology will strive to be a paperless course. This means that your class materials, like handouts and projects, can be found online on our class **Canvas** page. The only required item you need for this course is your **<u>laptop.</u>** Please make sure your laptop is **functional**, **charged,** and **ready** to work every day.

<u>Grading Policies</u>
Grades will be split into two different categories, **Formative (10%)**, and **Summative (90%)**. Formative activities will include shorter, in-class assignments that will typically be completed in one or two days for a range of 5-20 grade points, depending on nature of activity. Summative assignments include larger assignments such as presentations, models, and designs. For all summative assignments, you will be provided with a rubric when the assignment is distributed so you can see exactly how your grade will be calculated. Summative assignments are each worth 100 grade points.

Formative and Summative work is eligible for Second Chance Learning. It is the student's responsibility to communicate with teacher and turn in second chance assignments promptly within 2 weeks of due date. **Second Chance Learning will not be accepted during final week of marking period.**

<u>Infinite Campus</u>
Your Integrated Technology assignment grades will be posted on Infinite Campus for you and your parents to view throughout the semester. Please check Infinite Campus at least once a week to monitor your progress in the class. Missing assignments will be marked as a zero until the assignment is submitted. **Be sure that any late work is completed promptly**, for this is your responsibility.

<u>Attendance</u>
Attendance is required. Pay close attention to start times and 'A Day' / 'B Day' schedules. Message teacher the word "here" using Teams Chat (one time only). Attendance is posted / saved to Infinite Campus: Present (P), Tardy (T), Absent (A) Web camera must be "on" to receive attendance credit.

<u>Absences</u>
You will need to make up any work that is missed due to an absence. **Check our class Canvas page**. You may email teacher with specific questions. Please do not ask at start of class what you missed.

<u>Grade Point Deductions</u>
Work that is **late**, **sloppy** or **does not follow directions** will have points deducted accordingly. Any work submitted that is **inauthentic** or deemed to be **plagiarized** (i.e. not your own work) **will not be accepted**, resulting in a score of a **zero** for the assignment in question.

<u>Conduct</u>
Students are not to use obscene, profane, threatening, or disrespectful language or images in any communications with CBSD students or staff. These actions are prohibited as indicated in Policy 815 and may result in temporary removal from the virtual learning environment.