



Intro to Information Technology

Instructor	Cari Heizer she/her	cari.heizer@washk12.org
Room	253	
Course Description	Intro to IT is for students interested in pursuing a career in the field of Information Technology. Students will be introduced to different aspects of information technology and complete assignments and projects in IT careers, digital media, hardware & operating systems, communications & networks, software development, databases, and new & emerging technologies.	
State Standards	https://www.schools.utah.gov/cte/_cte/strands/IntroductionInformationTechnology.pdf	
Credits	.5 credits, 1 semester	
Fines	Fines will be assessed to student accounts if an incident involving a student results in the repair or replacement of equipment due to deliberate destruction.	
Classroom Policies		
Attendance	Communication, problem solving, teamwork, and critical thinking are the workplace skills practiced in this class. Regular attendance and participation are essential to build these skills. Please come to class every day ready to learn and participate. WCSD attendance policy: https://procedure.washk12.org/policy/2000/2900	
Communicate	<div>➔ Life happens and sometimes we cannot do all of the things.</div> <div>➔ Being a teen is challenging and sometimes we get stressed/anxious/upset/etc.</div> <div>➔ Sometimes people get sick and can't go to "work".</div> <p>When this happens to you, please let me know as soon as possible. Just send me an email, write a note, or pull me aside and let me know that you're ok (or not) and we'll figure it out.</p> <p>Do email me in the morning to let me know you will be missing class and ask if there is anything you can do to make up for missed work. All due dates will be listed in Canvas.</p> <p>Do let me know if you are not 100% at the beginning of class so I don't wonder why you are not fully participating.</p> <p>Do not interrupt me during class to ask if you "missed anything important yesterday".</p>	
Phone / ECD Policy	<p>Phones, smartwatches, and personal computing devices cause classroom disruption. Please leave phones at home or in a backpack, not in pockets or face down on the desk.</p> <p>Please read the student handbook policy on Technology and Electronic Communication Devices (ECDS).</p> <p>There may be classroom activities where students are permitted to use their phones. Students will be given instruction when it is appropriate to take out and use their</p>	

	devices.
Internet/ Computer Use	<p>All students must familiarize themselves with the WCSD Acceptable Use Policy. https://procedure.washk12.org/policy/3000/3700</p> <p>To maintain a secure and productive learning environment,</p> <ul style="list-style-type: none"> • Always use the computers for their intended educational purposes. • Students are not permitted to make any changes to the school computer systems. This includes, but is not limited to, modifying system settings, installing or uninstalling software, and altering computer configurations.* • Students may not attempt to change or tamper with access or administrative rights on any school computer. These settings are in place to protect both the system and its users. • Hacking or attempting to gain unauthorized access to any part of the school's network or external systems is strictly prohibited. • Gaming is not allowed during class unless the teacher gives direct permission to play games for educational purposes e.g. study of gaming history, evaluation of game design, etc. FPS games are never permitted. <p>Failure to comply with these policies related to computer and internet use may result in revocation of internet and computer privileges and may result in removal from the class and/or disciplinary action.</p> <p>* Students will be able to practice new skills on Computer Systems lab machines and in virtual sandboxes. These machines provide a safe environment in which to try new things and practice learned skills without compromising the integrity of the network.</p>
Safe Space	In order to have a safe classroom environment where all students feel comfortable and welcome, put downs, swear words, or slang words with demeaning connotations will not be tolerated. More information is available in the student handbook > Prevention of Bullying and Hazing
Classroom Procedures	
In class	<ol style="list-style-type: none"> 1. Put phones away before entering the classroom. 2. Ms. Heizer will greet you at the door with a handshake. 3. Pick up a bellwork/exit ticket sheet and start working. 4. Learn - lecture / video / discussion 5. Do - practice / group-work / presentations 6. Review - demonstrations / quizzes / assessments 7. Exit ticket (deposit in the bin on the way out) <p>Daily active learning and journaling activities are completed both on and off-line. Students work individually and with small groups. We use the CompTIA CertMaster Learn Tech+ curriculum.</p> <p>Students should wait for instruction before logging on to the computer. Most days will begin with offline activities, discussion, or video instruction.</p>
Weekly	Weekly work is due each Friday. Late work will not be accepted after the end of each quarter (per the school/district policy). Extra credit is not available.
Homework	0-1 hours weekly
Grading	We use a standard grading scale: A (93–100), A- (90–92), B+ (87–89), B (83–86), B- (80–82), C+ (77–79), C (73–76), C- (70–72), D+ (67–69), D (65–66), D- (below 65).

Course Outline

Understanding Tech Basics

- Use Technology Effectively
- Explore the Computing Cycle
- Recognize Computing Devices
- Careers in Tech

Data and Privacy

- Understand Your Data
- Data Privacy
- Passwords and Encryption
- Careers in Data and Privacy

Internet Technologies

- Identify Internet Basics
- Using a Web Browser
- Internet Service Providers
- Careers in Internet Technologies

Cybersecurity

- Basic Security Concepts
- Identify Common Security Threats
- Careers in Cybersecurity

Networking

- Binary and Other Numbering Systems
- Basic Networking Concepts
- How Networks Work
- Small Wireless Network Specifications
- Virtualization on the Network
- Careers in Networking

Applications and Software

- Common Applications
- Productivity Software
- Safely Managing Software
- The CompTIA Troubleshooting Methodology
- Careers in Apps and Software

Operating Systems

- What is an Operating System?
- What Does an Operating System Do?
- File Management
- Data Backup
- Careers in Operating Systems

Hardware

- Units of Speed and Capacity
- What's Inside a Computer?
- Storage Types
- What Can I Connect to My Device?
- Installing Connected Devices

Heizer 2024-25 General Course Disclosure

Parent/Guardian: Please complete the following form and return by the second class period

Student's Full Name:			
Student's Year in School (circle one)	9	10	11 12
Student's Birthday			
Student's Pathway			
Course(s) Enrolled in for 2024-25	<input type="checkbox"/> Cloud Computing <input type="checkbox"/> Cybersecurity <input type="checkbox"/> Database Dev <input type="checkbox"/> Intro to IT <input type="checkbox"/> Network Fundamentals	<input type="checkbox"/> Python 1 <input type="checkbox"/> Python 2 <input type="checkbox"/> Web Dev 1 <input type="checkbox"/> Web Dev 2	
How can I help you/your child be successful in school?			
Please list any planned absences.			
Parent/Guardian Name(s):			
Parent/Guardian preferred contact information (e.g. text 435-000-0000)			

Photograph and Video Release Form for WCSD Students

I hereby grant permission for my child to be interviewed, photographed or published publicly. I understand that my child's image may be edited, copied, exhibited, published or distributed for educational or district/school promotional and/or news/public relations purposes. I understand that this material may be used in diverse educational settings within an unrestricted geographical area.

Photographic, audio or video recordings may be used for the following purposes: Educational presentations or courses, Social media/stories, News stories, School/District promotional purposes.

By signing this release I understand this permission signifies the photographic or video recordings of my child may be used electronically in the public educational setting. There is no time limit on the validity of this release nor is there any geographical limitation on where these materials may be distributed.

Parent/Guardian signature:

The software below has been evaluated by Washington County School District and is conditionally approved for use "with parent/guardian permission". If the software is used for a certain assignment and permission is not granted, the teacher and student will agree on alternative software/offline methods to achieve our outcomes. If the software is marked as "required" for a class and permission is not granted, the student should consider registering for a different course with their counselor.

Software	Purpose	Parent/Guardian Signature
Trello https://trello.com/trust	Group project workspace and project planning	
Canva https://www.canva.com/trust/legal/	Quick infographic builder for classwork and review	
ChatGPT https://openai.com/policies/privacy-policy/	Learn appropriate use of AI technologies	
GitHub	Group project workspace and project sharing	

https://docs.github.com/en/site-policy/privacy-policies/github-general-privacy-statement		
Micro:bit https://microbit.org/privacy/	Physical computing projects, coding practice, fun activities.	
Thonny https://thonny.org/	Python IDE for code tracing visualization. Required for Python, CS 1030, CS 1400	
Cyber.org Range https://cyber.org/terms-and-conditions	Cybersecurity practice and certification prep. Required for Cyber Defense and Ethics	
<p>Disclosure Acknowledgement</p> <p>I understand, and will comply with all of the items contained in this Disclosure Statement.</p> <p>The instructor reserves the right to change the schedule, assignments, assignment details, etc. as required for the betterment of the class. Changes will be announced in a timely manner in class and via Powerschool announcements.</p> <p>Student signature:</p>		
<p>Parent/Guardian signature:</p>		
<p>Questions or Concerns:</p>		