**Technology Literacy**

General Course Information

**Instructor: Thomas Holt Russell  
School/Department : Falcon High School, Information Technology Department**

**Phone: 719-495-1149, ext. 2056  
E-mail: trussell@d49.org**

**Web site: www.urbanteach.org**

**Classroom: G101, Information Technology Wing**

**Resources:**

**Textbook**: George Reynolds, ***Ethics in Information Technology, 4th Edition***. Course Technology,

2012, ISBN-13:978-1-111-53413-4

**Textbook**: Ralph Stair, ***Fundamentals of Information Systems, 6th Edition***. Course Technology,

2012, ISBN-13:978-0-8400-6218-5

**Textbook:** Shelly Campbell, ***Discovering the Internet, 4th Edition,*** Course Technology,

ISBN 13: 978-1-111-57765-0

**Course Objectives**

This course is designed to be the introductory course for all IT classes such as Cyber Security, Health and Technology (HIT), Networking and Computer Applications as well as any other course that is not in the Information Technology Academy but requires the use of computers or other electronic media. The skills developed in this course will give students a solid foundation for continuing their information technology education in a safe, informed and ethical manner. Students will demonstrate their knowledge of operating systems, file systems and demonstrate a working knowledge of application software and Internet research skills by working on hands-on projects. Assessments will be both subjective and objective to demonstrate a full range of understanding in computer literacy.

Specific topic coverage includes:

* The Digital Revolution
* Technology Ethics
* Hardware and Software
* Wireless Communications
* The Cell Phone
* The Internet and World Wide Web
* Society and Information
* Basic Networks
* Privacy
* Virus and Worms
* Free Speech
* Technology Jobs
* Future

**Web Site**

Supplementary information for the course is available at [www.urbanteach.org](http://www.urbanteach.org) The Web site contains class notes, PowerPoint slides, class announcements, the course syllabus, test dates, and other information for the course.

**E-Mail**

All students will have access to an e-mail account. If you have any questions about the course or need assistance, please contact me in person or by telephone during office hours; or by e-mail at any time. Also, you may submit the end-of-chapter case project assignments in class on the due date or by e-mail with a date stamp at or before 5:00 P.M. on the due date. E-mail submissions should be submitted as an attachment in Microsoft Word format.

**Grading and Evaluation Criteria**

40% of the grade is based on a midterm and a final examination. Both examinations are cumulative and given in a varied format. An in-class review will be held prior to each examination.

20% of the grade is based on quizzes. Quizzes are announced one day in advance and may vary from three to five questions that may be in any format.

40% of the grade is based on keeping a project notebook. Students are asked to obtain a small notebook to enter the results of the various Activities placed throughout the chapter and the answers to the Case Studies at the end of each chapter in the text.

**14-Week Course Outline**

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| **Week** | **Topics** | **Chapter**  **Readings** | **Exams** |
| **1** | The Digital Revolution | Part 1 | Quiz |
| **2** | Technology Ethics | Part 2 | Quiz |
| **3** | Hardware and Software | Part 3 | Quiz |
| **4** | Wireless Communications | Part 4 | Quiz |
| **5** | The Cell Phone | Part 5 | Quiz |
| **6** | The Internet and World Wide Web | Part 6 | Quiz |
| **7** | Society and Information | Part 7 | Mid-term Exam |
| **8** | Basic Networks | Part 8 | Quiz |
| **9** | Privacy | Part 9 | Quiz |
| **10** | Virus and Worms | Part10 | Quiz |
| **11** | Free Speech | Part 11 | Quiz |
| **12** | Supporting a Small-Business Network | Part 12 | Quiz |
| **13** | Technology Jobs | Part 13 | Quiz |
| **14** | Future | Part 14 | Final Exam |

**10-Week Course Outline**

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| --- | --- | --- | --- |
| **Week** | **Topics** | **Chapter**  **Readings** | **Exams** |
| **1** | The Digital Revolution | Part 1 | Quiz |
| **2** | Technology Ethics | Part 2 | Quiz |
| **3** | Hardware and Software | Part 3 | Quiz |
| **4** | Wireless Communications | Part 4 | Quiz |
| **5** | The Cell Phone | Part 5 | Mid-term Exam |
| **6** | The Internet and World Wide Web | Part 6 | Quiz |
| **7** | Society and Information | Part 7 | Quiz |
| **8** | Basic Networks | Part 8 | Quiz |
| **9** | Virus and Worms | Part 9 | Quiz |
| **10** | Free Speech | Part10 | Final Exam |