

**System Administration/  
Web Development  
Course Requirements**

**Instructor: Sean Morris**  
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**Class Prerequisite**

None. But due to independent nature of this course my approval is needed before officially enrolling.

**Course Content**

This course creates a practical hands-on lab in which students work independently and together to administer a classroom network. The goals are largely determined by the student but will include work in administering user accounts, installing and configuring both server and desktop software, developing web sites, learning web design principles and troubleshooting and fixing system and desktop problems.

**Student Learning Objectives**

- 1) The student will master all of the topics listed above with a C or better.
- 2) The student is expected to act responsibly regarding attendance, punctuality, participation, class preparation, effort, and courtesy.

**Attendance**

**Tardy:**

Students not properly seated and ready to begin class at the scheduled time will be marked tardy. A tardy will be dealt with in accordance with the Monte Vista High School Policy as follows:

- 3<sup>rd</sup> Tardy: Discipline Notice sent to Vice Principal
- 4<sup>th</sup> Tardy: Referral for Saturday School
- 5<sup>th</sup> Tardy: Referral for Saturday School and Tardy Contract
- 6<sup>th</sup> Tardy: Parent conference and a one-day suspension

**Absences:**

If an absence is excused, it is the student's responsibility to turn in assignments missed within three days of the absence. Any homework, class work, test or quiz due, assigned, or given on the day of an unexcused absence (cut, illegal, etc.) will be scored a zero.

**Field Trip Policy:**

It is the student's responsibility to get assignments prior to the day of the field trip. All work must be turned in upon returning to class.

**Pre-Informed Absence:**

School and district policy must be followed in this instance. A duplicate of all homework is submitted to me.

## **Discipline Policy**

My discipline policy is simple. If you interrupt me or another classmate I will give you one verbal warning. You interrupt again; I will ask you to step outside while we finish the lesson. If I ask you to leave the class again, I will call your parent/guardian to set up a meeting to see what we can do to keep you focused in class.

**Grade Information:** Grades are based on total points – no weighting occurs

### **Learning Logs (~ 25% of grade):**

Students keep daily learning logs detailing how they are progressing toward their quarterly goals, problems they are having, and help they need.

### **Goal Attainment (~ 75% of grade):**

An interactive process between myself and student will lay out the learning goals for each student each quarter and consequently the points that will be earned with the attainment of each goal. While the learning logs facilitate communication between me and the students on daily basis, each quarter the student will demonstrate the goals they have attained and where they plan on heading in their learning.

## **Grading Scale**

Grade	Range	
	Upper	Lower
A	100	90
B	89	80
C	79	68
D	67	58
F	57	0

## **Cheating**

Don't cheat on anything. An automatic "F" is assigned and you may be removed from the class with a semester "F" and loss of credit.

## **Office Hours and Contact Information**

Please feel free to set up appointments or arrange for extra help from me. I am here before and after school as well as during lunch and brunch. The best way to contact me is by e-mailing me at [smorris@mvhigh.net](mailto:smorris@mvhigh.net).

## **Signature**

I have read everything and will email or call Mr. Morris if I have any questions.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date