**Computer/Tech Class**

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**Distance Learning Syllabus**

**1. How/when will students submit work?**

* Students will submit work via Google Classroom according to the schedule posted every week on Mr. Hemsley’s website. Students will follow due dates as posted before each week/unit concludes. Late work will be accepted, but points will be deducted based on how many days late the assignment is. If students encounter any issues with accessing or submitting assigned work, they must email the teacher prior to the due date.

**2. How will students’ work be graded?**

* Grades will be updated and posted on Aeries. Grades will be broken down by the following categories:
	+ - * -Projects: 60%
			* -Daily/Exercises: 40%
* If a student or parent has a question about grades, they will contact the teacher directly via email.

**3. How and when will teachers provide feedback?**

* Teacher will provide feedback when needed or requested via email.
* Teacher will grade all submitted work and make notes when applicable to provide feedback.

**4. How will students participate in online learning?**

* Students are expected to participate in all assignments as they are posted to Google Classroom. If students do not participate, they will receive a failing grade for the Third Trimester. If students experience difficulty accessing or turning in any assignments, they will contact the teacher via email before the assigned due date.

**5. When are virtual office hours?**

* See teacher website for information. As of right now it is Tues & Thurs 7:45am – 8:30 am and Wed & Friday 1:50pm - 2:30pm

**6. How do students/parents contact the teacher?**

All questions and concerns must be emailed to the teacher or may be addressed during office hours. See teacher websites for email addresses.