

# ICS High School Course Catalog

## GRADUATION REQUIREMENTS

Students are expected to take 6 credits each school year. Seniors must take at least 3 credits.

### Course Credits

Bible 4.0

English 4.0

Fine Arts 1.0

Foreign Language (same language) 2.0

Mathematics (Algebra I & above)

Class of 2008 –2010 3.0

Class of 2010 & 2011 4.0

Science

Class of 2008 – 2010 (incl. Biology) 3.0

Class of 2011 (incl. Bio. & Chem.) 3.0

Social Studies

Class of 2008 (World History, US History, Economics & Government) 3.0

Class of 2009 + (World Civilizations I & II, US History, Economics & Government) 4.0

Physical Education 0.5

Personal Fitness & Health Science/Life Mgmt. 1.0

Minimum total credits 24

Minimum cumulative GPA 2.0

Minimum community service hours 40

## COURSE LEVEL

Many core classes are offered at two ability levels, and in some cases we do offer Advanced Placement courses. Courses without honors or AP designation are considered college preparatory. In Honors courses, students progress more quickly through the material, work more independently and cover more material than that taught in a college prep course. AP courses are offered for students who want to work at the college level. The student is responsible for the cost of the AP exam.

## ELECTIVES

Electives fall into two categories: academic and non-academic. Various programs including Florida Bright Futures and the Florida State University System designate specific courses as academic electives. Consult with the High School Administrator to determine what courses are right for you.

## GRADES

### 1. Grading Policies

a. Courses are offered on either a semester or annual basis.

b. Each semester is divided into two quarters. The semester grade is the average of the two-quarter grades.

### 2. Exams

a. Students must take exams when they are scheduled. Permission to take exams at a date later than scheduled will only be granted in emergency situations. A proctor fee will be assessed.

b. If a student is ill and is unable to attend school, the parent must call the High School Office immediately. The student is responsible for contacting the teacher to schedule a make-up time during exam week.

3. Report Cards and transcripts will be distributed at the end of each semester.

#### 4. Forgiveness Policy

If a student earns a D or lower in a semester or annual course, that course may be retaken within one calendar year at a school pre-approved by the High School Office. The D or F will be calculated into the GPA until the end of the grading period when the High School office receives the new grade for the retaken course. A grade of C or higher must be earned in the retaken course. Please note: it is the student's responsibility to provide an official transcript with the new grade to the High School Office.

### DROPPING/ADDING COURSES

Requests to drop/add a course must be made within the first two weeks of a semester.

### TRANSFER STUDENTS/CREDITS

#### 1. Home School Transfers:

a. All home schooled students must go through the regular admission process including submission of a student portfolio, and/or transcript.

b. Placement will be determined by ICS administration. ICS may require achievement testing to be administered and scored by ICS at the applicant's expense.

2. ICS will accept up to 2.0 high school credits earned in 8th grade from an accredited middle school. Credits accepted include Foreign Language and Algebra. If a student took a class in 8th grade, for which he was awarded high school credit but is not in the areas approved by ICS, the student will not be required to repeat the course; credit will not be awarded or the grade calculated into the ICS GPA; however, the course will be recorded on the ICS transcript. High school credits earned prior to 8th grade will not be accepted.

3. If a transfer student successfully completed an Honors or AP course at the previous high school with a final grade of C or above, he/she will receive the same bonus points as a student who completes Honors or AP courses at ICS.

4. ICS students are required to have a minimum of 24 credits, earned in specific courses, to graduate. Students transferring to ICS must earn six credits annually.

5. To be eligible for graduation honors, a student must have been at ICS for both their Junior and Senior years. The awards will be determined on the highest cumulative GPA.

### COMMUNITY SERVICE REQUIREMENT

Service to our community is an important part of being a student at ICS. Students in grades 9-12 are asked to serve in the community for a minimum requirement of 40 hours. This requirement is necessary for graduation from ICS and information is available in the Road to College Notebook as well as the High School Office. Additional community service hours are required for Florida Bright Futures Scholarships.

### FLORIDA BRIGHT FUTURES

Consult your Road to College Notebook for further information. It is important to fill out your Florida Financial Aid Application in January of the senior year to be eligible to receive funds from Florida Bright Futures.

## BRIGHT FUTURES AWARDS

	FLORIDA ACADEMIC SCHOLARS AWARD	FLORIDA MEDALLION SCHOLARS AWARD
<p><b>Award Amount</b> A student may receive funding for only one award. The highest award earned by the student will be selected. *Amounts will differ at quarter or clock hour institutions.</p>	<p>Public Institution-100% of tuition and fees (including lab fees up to \$300 per semester*) Plus \$300 per semester *for college-related expenses (excluding summer term) prorated by term and hours. Private Institution-Fixed award amount based on 100% of the average tuition and fees covered at a comparable Florida public institution including the \$300 per semester* provided for college-related expenses prorated by term and hours.</p>	<p>Public Institution-75% of tuition and fees (including lab fees up to \$300 per semester*) Private Institution- Fixed award amount based on 75% of the average tuition and fees covered at a comparable Florida public institution prorated by term and hours.</p>
<p><b>Grade Point Average (GPA)</b> Weighting for more challenging higher level courses is prescribed by law as .25 per course per semester or .50 per course per year</p>	<p>3.5 weighted GPA using the credits listed below, combined with the test scores and community service hours listed below (Note: GPAs are not rounded)</p>	<p>3.0 weighted GPA using the credits and test scores listed below (Note: GPAs are not rounded)</p>
<p><b>Required Credits</b> see the Comprehensive Course Table on the Bright Futures Website to identify courses that count toward each award level.  <a href="http://www.firn.edu/doe/brfuture">www.firn.edu/doe/brfuture</a></p>	<p>Courses must include 15 credits of college preparatory academic courses 4 English (3 with substantial writing) 3 Mathematics (Algebra I and above) 3 Natural Science (2 w/substantial lab) 3 Social Science <u>2 Foreign Language(same language)</u> 15 Credits May use up to 3 additional credits from Courses in the academic areas listed above and/or AP, IB, or AICE fine arts courses to raise the GPA</p>	<p>Courses must include 15 credits of college preparatory academic courses 4 English (3 with substantial writing) 3 Mathematics (Algebra I and above) 3 Natural Science (2 w/substantial lab) 3 Social Science <u>2 Foreign Language(same language)</u> 15 Credits May use up to 3 additional credits from Courses in the academic areas listed above and/or AP, IB, or AICE fine arts courses to raise the GPA</p>
<p><b>Community Service</b></p>	<p>75 hours, as approved by the district or private school</p>	<p>No requirement</p>
<p><b>Test Scores</b> subsections of the SAT, ACT, or CPT from different test dates may be used to meet the test criteria. * for spring, test dates through January will be admissible. * for summer, test dates through June will be admissible.</p>	<p>Best composite score of 1270 SAT I (based on the combined verbal and math parts only) or 28 ACT (excluding the written subtest) NOTE: The new written subtests for both the SAT and ACT will not be used in the composite SAT II exams are not used for Bright Futures eligibility (ACT scores are rounded up for scores with .5 and higher; SAT scores do not require rounding)</p>	<p>Best composite score of 970 SAT I (based on the combined verbal and math parts only) or 20 ACT (excluding the written subtest) NOTE: The new written subtests for both the SAT and ACT will not be used in the composite SAT II exams are not used for Bright Futures eligibility (ACT scores are rounded up for scores with .5 and higher; SAT scores do not require rounding)</p>

## **Math Courses**

Graduation Requirements:

3.0 credits –Class of 2008 – 2010

4.0 credits –Class of 2011

The math sequence is Algebra I, Algebra II, and Geometry. Students who complete Algebra I in 8th grade with a final grade of B or better will receive one High School credit. 8th grade students who received a B or better in Algebra I go to Algebra II Honors. 8th grade students who received a B go to Algebra II CP.

### **Business Math 1.0 credit - annual course - Grades 11-12**

**Course number: 1205540**

The purpose of this course is to enable students to be wise stewards of their finances. Topics include income, social security, money management budgeting, insurance, spending credit, consumer credit, consumer credit protection laws, saving, investing, risk, return, liquidity and diversification.

### **Algebra II (honors and college prep) 1.0 credit - annual course - Grades 9-11**

**Course number: 1200340, honors**

**Course number: 1200330, college prep**

The purpose of this course is to continue the study of algebra and provide the foundation for applying algebraic skills to other mathematical and scientific fields. Topics include: the structure and properties of the complex number system; arithmetic and geometric sequences and series; relations, functions and graphs extended to polynomial, exponential, and logarithmic functions; varied solution strategies for linear equations, inequalities, and systems of equations and inequalities; varied solutions strategies for graphing and solving quadratic equations, including the quadratic formula; conic sections and their applications; data analysis, including measures of central tendency and dispersion; probability, permutations, and combinations.

### **Pre-Calculus- two year course - Grades 10-12**

**Course number: 1202340**

**Course number: 1206320**

The purpose of this course is to enable students to develop concepts and skills in advanced algebra, analytic geometry, and trigonometry in order to be prepared for calculus. The content includes: polynomial, rational, exponential, and logarithmic functions; structure and properties of the complex number system; trigonometric functions and their inverses; trigonometric identities and equations; vectors and parametric equations; polar coordinate system; sequences and series; conic sections; matrix algebra; concept of limits.

### **Calculus 1.0 credit - annual course - Grades 11-12**

**Course number: 1202300**

The purpose of this course is to study algebraic and transcendental functions and the general theory and techniques of calculus. The concepts are explored graphically, numerically, analytically and verbally. After successfully completing this course, the student will be able to: identify and apply properties of algebraic, trigonometric, exponential, and logarithmic functions; apply the concept of limits to functions; determine derivatives of algebraic, trigonometric, exponential, and logarithmic functions; determine derivatives of the inverse of a function; determine the relation between differentiability and continuity; demonstrate an understanding of the application of the derivative to problem situations; identify increasing and decreasing functions; determine relative and absolute maximum and minimum points, concavity, and points of inflection; determine antiderivatives of algebraic, trigonometric, exponential, and logarithmic functions; apply antiderivatives to solve problems; use the techniques of integration; determine approximations of the definite integrals using rectangles or trapezoids; apply knowledge of integral calculus to find the area between curves and the volume of a solid of revolution.

## **Bible Courses**

Graduation Requirements: 4.0 credits or a bible course worth 1.0 credit each year enrolled as a student at ICS.

### **Old Testament 1.0 credit - annual course – Grade 9**

**Course number: 0900400**

This course provides an overview of Biblical content from Genesis to Malachi, tracing God's redemptive revelation through the Old Testament.

### **New Testament 1.0 credit - annual course – Grade 10**

**Course number: 0900410**

This course provides an overview of Biblical content from Matthew through Revelation, tracing God's redemptive revelation through the New Testament.

### **World Views 1.0 credit - annual course – Grade 11**

**Course number: 2105350**

Students are taught the importance of pondering moral dilemmas they face in a postmodern culture. They read the writings of scripture and noted Christian scholars on a variety of topics including, but not limited to decision-making, work, calling, earthkeeping, wealth, poverty, racism, bigotry, medical ethics, and peace.

### **Apologetics 1.0 credit - annual course - Grades 12**

**Course number: TCHS12**

Students learn how to explain and defend the truth of the Bible by using both faith and reason learning both contemporary and historical strategies. The goal is to enable each student to express their confidence in biblical truth and to develop their own biblical world view.

## **English Courses**

Graduation Requirements: 4.0 credits.

### **English I (honors and college prep) 1.0 credit - annual course – Grade 9**

**Course number: 1001320, honors**

**Course number: 1001310, college prep**

This course is designed as preparation for success in college and develops skills of expository and persuasive writing such as generating a thesis, supporting it, researching and organizing material. An effectively-structured essay with controlling thesis is developed through both oral and written presentations. This course covers a variety of literature with a focus on literary elements. Grammar correctness and vocabulary development are year-long goals.

### **English II (honors and college prep) 1.0 credit - annual course – Grade 10**

**Course number: 1001350, honors**

**Course number: 1001340, college prep**

This course emphasizes advanced competencies in reading comprehension, vocabulary, grammar, and writing. Grammar is studied as a means to better writing through sentence revision and expansion as well as elimination of errors. It is expected that the students in this class will write with independence and depth. A study of classical literature approach is used to demonstrate man's continued efforts to deal with personal and societal problems. Vocabulary study based on etymology continues all year. Rhetorical devices, syntax, grammatical structures, and vocabulary are studied in depth to determine both what the writer means and how he/she achieves his meaning. Students will be expected to analyze and then integrate the techniques of the world literary masters.

### **Christ Figures in World Literature 1.0 credit - annual course - Grades 11-12**

**Course number: 1005300**

This course emphasizes the theme of creation-fall-redemption as a general truth in literature. Students will read a variety of authors to examine their use of this theme in their writings. Rhetorical devices, syntax, grammatical structures, and vocabulary are studied in depth to determine both what the writer means and how he/she achieves his meaning. It is expected that the students in this class will write with independence and depth. Students will be expected to analyze and then integrate the techniques of the world literary masters.

### **AP English Literature 1.0 credit - annual course - Grades 11-12**

**Course number: 1001430**

This college level English course will expose students to the advanced study of literature and composition. Only those who desire intensive reading, discussion, and writing will be chosen for this class. The course will require extensive reading and writing assignments along with original research and analysis. Independent reading will be expected in this class.

### **AP English Language 1.0 credit - annual course - Grades 11-12**

**Course number: 1001420**

This college level course focuses on improvement of writing skills through close study and imitation of successful writing in various genres. Key activities include reading closely both long and short works of fiction and nonfiction prose and poetry, and writing imitative and original essays using varying emphases and rhetorical devices. These strategies include persuasive techniques, advanced vocabulary and diction, and editing for brevity, logic and eloquence. This course demands both extensive reading and intensive writing sessions. Independent reading is expected in this class.

## **History Courses**

Graduation Requirements:

Class of 2008 (World History, US History, American Government and Economics) 3.0

Class of 2009 + (World Civilizations I & II, US History, American Government and Economics) 4.0

### **World Civilizations I 1.0 credit - annual course – Grade 9**

**Course number: 2100370**

World History chronologically traces the development of civilizations through the ages. Units covered include Egyptian and Fertile Crescent Empires, Greeks, Romans, and the Middle Ages.

### **World Civilizations II (honors and college prep) 1.0 credit - annual course – Grade 10**

**Course number: 2100480, honors**

**Course number: 2100390, college prep**

World History chronologically traces the development of civilizations through the ages. Units covered include the Renaissance, the age of revolutions, the rise of nationalism and imperialism, the World Wars, the Cold War, and the rise of the Third World working in the history of the world.

### **American History (honors and college prep) 1.0 credit - annual course - Grade 11**

**Course number: 2100320, honors**

**Course number: 2100310, college prep**

This course is a basic chronological survey of American History from the American Revolution to the present day. Emphasis is placed upon acquiring a broad understanding and appreciation of our country's heritage with a view toward solving our current and future problems. Units covered include American Revolution, Constitution, Christian View of History, Jeffersonian Democracy, Jacksonian Democracy, Civil War,

Imperialism, World War I, Depression, New Deal, World War II, Cold War, and Watergate.

**American Government (honors) 0.5 credit - semester course – Grade 12**

**Course number: 2106320**

This course serves as a survey of the American political system with major emphasis on the federal government and lesser attention given to state and local governments. Units of study include an introduction to the American political system, the Constitution, the legislative branch, the executive branch, the judicial branch, political parties, pressure groups, public opinion, the election process, and civil rights, and liberties. Attention is given to the development of students' reading, writing, reasoning, and expression skills through the use of outside reading, book reviews, analysis of current events, and class discussion. Students are encouraged to develop a Biblical view of politics and the proper role of the Christian in our political system.

**Economics (honors) 0.5 credit - semester course – Grade 12**

**Course number: 2102320**

The course consists of a broad survey of micro and macroeconomics. The curriculum covers the overall operation of the economy and fiscal and monetary policy to maintain stability as well as the operations and considerations of individual firms. International trade, exchange and foreign economic systems are also studied. Computer tutorials and simulations enhance the learning process. Students are encouraged to develop a biblical economic view and determine the proper role of the Christian in our economic system.

**Science Courses**

Graduation Requirements:

Class of 2008 – 2010 (includes Biology) 3.0

Class of 2011 (incl. Biology and Chemistry.) 3.0

**Biology (honors and college prep) 1.0 credit - annual course – Grade 9**

**Course number: 2000320, honors**

**Course number: 2000310, college prep**

This course is a traditional approach to biology. Major topics to be studied are the structure and function of the cell, the structure and function of plants and animals, reproduction, the study of origins, ecology, biochemistry, DNA structure, and modern genetics. The class will also include laboratory work which will coincide with the topics covered in lectures. Student may be required to participate in the High School Science Fair.

**Chemistry (honors and college prep) 1.0 credit - annual course – Grade 10**

**Course number: 2003350, honors**

**Course number: 2003340, college prep**

This course emphasizes the use of symbols, formulas, equations, and the mathematical relationships involving reacting substances. Atomic structure, chemical bonding, the Kinetic-molecular theory of gases, liquids, and solids are studied. Other topics include concentrations of solutions, oxidation-reduction reactions, transformations of energy, and periodic trends. This is a laboratory course designed to teach proper sequencing of procedures, organizing and interpreting of data, calculating, reporting and analyzing the results.

**Anatomy and Physiology (honors and college prep) 1.0 credit - annual course – Grades 10-12**

**Course number: 2003560, honors**

**Course number: 200350, college prep**

Prerequisite: Biology

This course is introductory in nature for students who wish a more detailed and comprehensive explanation of the structures and functions of the human body. Studies include the structure of the skeleton, muscles,

nerves, blood vessels, and the various organs of the human body. Dissections are included to provide a "hands on" understanding of the comparative systems of relating organisms.

### **Physics (honors and college prep) 1.0 credit - annual course – Grades 11-12**

**Course number: 2003390, honors**

**Course number: 2003380, college prep**

Prerequisite: B or better in Algebra II Honors or Algebra II

The purpose of this course is to provide opportunities to study the concepts, theories, and laws governing the interaction of matter, energy, and forces, and their applications through exploratory investigations and activities. Using experiments, demonstrations, and lectures, this course gives an excellent preparation for those students considering a major in science or engineering and related fields.

## **Foreign Language Courses**

Bright Futures Requirements: 2.0 credits (same language)

Students who complete Latin I in 8th grade with a final grade of B or above will receive one High School credit.

### **Spanish I 1.0 credit - annual course – Grade 9-10**

**Course number: 0708340**

A beginning Spanish course for the student who is ready to study a language in a formal manner integrating listening, speaking, reading, and writing skills and a basic knowledge of the Spanish culture. Areas studied are vocabulary, subject-verb agreement, adjective agreement, possessive adjectives, all pronouns, possession, present tense, present participle, irregular, and stem-changing verbs.

### **Spanish II 1.0 credit - annual course – Grade 10-11**

**Course number: 0708350**

Prerequisite: Spanish I with a grade of B or better.

In this course, the student will continue to develop listening, speaking, reading, and writing skills as introduced in Spanish I, while also being exposed to the Spanish language and culture in greater detail. Major tenses studied include the preterit, imperfect, present, perfect, plu-perfect, future, conditional, subjunctive, and commands. In addition, vocabulary skills will be expanded and Spanish I grammar will be reviewed.

### **Spanish III 1.0 credit - annual course – Grade 10-12**

**Course number: 0708360**

Prerequisite: Spanish II

Spanish I, and II covered the fundamentals and structure of the language. Spanish III gives the student an opportunity to get actively involved using the language in order to begin to make it his own through a refinement and expansion of those areas previously learned. A study of Spanish and Spanish-American literature and culture is also covered.

### **Latin I 1.0 credit - annual course – Grade 9-10**

**Course number: 0706300**

A beginning Latin course for the student who is ready to study a language in a formal manner integrating listening, speaking, reading, and writing skills and a basic knowledge of the ancient Roman culture. Areas studied are five noun declensions, three verb conjugations, vocabulary, subject-verb agreement, adjective agreement, possessive adjectives, all pronouns, possession, present tense, present participle, irregular, and stem-changing verbs.

### **Latin II 1.0 credit - annual course – Grade 9-10**

#### **Course number: 0706310**

In this course, the student will continue to develop listening, speaking, reading, and writing skills as introduced in Latin I. Areas studied are five noun declensions, three verb conjugations, vocabulary, subject-verb agreement, adjective agreement, possessive adjectives, all pronouns, possession, present tense, present participle, irregular, and stem-changing verbs.

### **Latin III 1.0 credit - annual course – Grade 10-12**

#### **Course number: 0706320**

Prerequisite: Latin II

Latin I, and II covered the fundamentals and structure of the language. Latin III gives the student an opportunity to get actively involved using the language in order to begin to make it his own through a refinement and expansion of those areas previously learned. An extensive study of Virgil's Aeneid will allow the student to read and translate the works of classical Latin authors.

## **Electives**

### **Journalism/Yearbook 0.5 credit - annual course – Grades 11-12**

#### **Course number: 1006300**

Prerequisite: Starting in 2009, completion of application and teacher approval

As the annual yearbook is created, students develop skills in graphic design, desktop publishing, and photojournalism. Special emphasis is placed on journalistic writing abilities.

### **P.E. 0.5 credit**

Graduation Requirements:

Class of 2008 & 2009, Grades 10-12, 1.5 credits (Personal Fitness, Life Management and P.E.)

Class of 2010+, 1.0 credit (Personal Fitness and Life Management)

### **Physical Education – annual course- Grades 10-12**

#### **Course number: 1502410**

The purpose of this course is to enable students to develop knowledge and skills in specific individual and team sports and to maintain or improve health related fitness.

Course content includes the following:

- safety practices
- rules, terminology, and etiquette
- techniques and strategies
- sportsmanship
- fitness activities
- fitness assessment
- benefits of participation

### **Personal Fitness - semester course – Grade 9**

#### **Course number: 1501300**

The purpose of this course is to acquire knowledge of physical fitness concepts, understand the influence of lifestyle on health and fitness, and begin to develop an optimal level of fitness. Course content includes the following:

- safety practices
- assessment of health-related fitness
- components of physical fitness
- health problems associated with inadequate fitness levels

- psychological values of physical fitness, including stress management
- evaluation of physical activities in terms of fitness value
- fitness program design
- nutrition
- consumer issues
- benefits derived from participation in physical activity

### **Life Management - semester course – Grade 9**

#### **Course number: 0800300**

The purpose of this course is to provide students with knowledge and skills related to health topics, which will enhance their ability to make spiritually sound and wise health decisions for themselves, their families, and communities. Course content includes the following:

- nutrition and physical activity
- diseases and disorders
- safety
- first aid
- community & environmental health
- family life
- sex education
- human growth and development
- personal hygiene
- health systems & careers

### **SAT Prep 0.5 credit - annual course – Grades 11-12**

#### **Course number: 1700370**

This course will provide a comprehensive review of skills and concepts covered by the SAT. Vocabulary, reading, algebraic techniques and geometric relationships will be included. Test taking strategies will also be discussed.

### **Speech 1.0 credit - annual course – Grades 11-12**

#### **Course number: 1007300**

Speech is a course that develops oral communication skills as well as helping students gain confidence in their ability to handle practical speaking situations. Students will gather, organize and evaluate written information for research and self-improvement. We will focus on active and reflective listening, telephone and interviewing skills, and using illustrations and visual aids to make effective oral presentations. This course will include a component of debate. It is designed to familiarize students with the logical and oratorical skills necessary for forensics. Special emphasis is placed on critical thinking and organization of argumentation. Debate is the central area of focus, but students will also be introduced to original oratory and extemporaneous speaking.

## **Fine Arts**

Graduation Requirements: 1.0 credit or 0.5 credits in Fine Arts and 0.5 in Practical Arts

### **Pottery 0.5 credit - annual course – Grade 10**

#### **Course number: 0102300**

The elements and principles of design are taught through art appreciation and individual expression in creating three-dimensional works of art. The basic materials and methods of sculpture construction technique are learned with an emphasis on working with paper and clay.

### **Drawing and Painting 1.0 credit- annual course – Grades 10-12**

**Course number: 0104320**

DPI - Drawing/Painting I

This course includes fundamentals of design with drawing and painting. Line, value, shape, space, texture and color will be taught with the media of pencil, charcoal, ink, watercolor, and acrylic paint. This course seeks to develop individual expression and art appreciation.

**Course number: 0104330**

DP II - \*Drawing/Painting II

Prerequisite: B or better in Drawing/Painting I.

Through observation, the elements and principles of design will be taught. Extensive work will be done with pencil, charcoal, pastels, watercolor, acrylic paints, and oils. Students will work with objects from nature, imagination, photo references, and inspiration from art history.

### **Practical Arts**

Graduation Requirements: 1.0 credit or 0.5 credit in Fine Arts and 0.5 in Practical Arts

### **Computer Applications 0.5 credit - annual course – Grade 10-12**

**Course number: 0200310**

The first semester of this course seeks to improve student's use and understanding of word processing, spread sheet applications, data base applications, and presentation programs. Students learn these applications in the Micro Soft Office software.

The second semester of this course will give students an understanding of the components necessary to create web pages. It includes learning basic HTML formatting tags, anchors, graphics, etc. and the use of a web editing program. It is an introductory course intended for students with no prior knowledge of web page design.