

## **DIGITAL LITERACY SYLLABUS (Tiers 1 & 2)**

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Section #: 1158-202 (**Mon & Wed., 12:30 - 3:00 p.m.**)

Instructor: **June Nguyen, Ed.D.**

Classroom Number: H-2

Email: [VESL.JuneNguyen@gmail.com](mailto:VESL.JuneNguyen@gmail.com)

School Phone Number: **(714) 663-6291**

### **COURSE DESCRIPTION (Tiers 1 & 2)**

Prepares students for academic and workplace success by providing instruction on the fundamental technology skills needed to be digitally literate.

### **COURSE CONTENT**

- Becoming Friends with Your Computers
- Navigating the Internet
- Online Forms
- Online Communication
- Social Media for Learning and Communication
- All About Google Drive
- Searching for Information
- Social Media for Career Enhancement
- Online Resources for Learning
- Online Collaboration

### **STUDENT LEARNING OUTCOMES (Objectives)**

Upon completion of the course, you will be able to:

- Recognize and employ basic components of computers and mobile devices in order to accomplish specific tasks.
- Successfully create, login and log out of an email account; and understand the use of different social media tools.
- Effectively employ found information on the Internet/or a mobile application to address language learning needs.

### **TEXT/MATERIALS**

- Textbooks - None
- ALL instructional materials are accessible online

### **EVALUATION**

Completion of exercises shown on the "Student Assignment Checklist. Submission of ALL in-class exercises via email to the teacher at [VESL.JuneNguyen@gmail.com](mailto:VESL.JuneNguyen@gmail.com).

### **ATTENDANCE REQUIREMENT**

Students are highly encouraged to make an effort to attend on a regular basis due to the amount of content covered in the course. Please email or text the teacher at **(714) 277-6352** if you are going to be absent. Attendance is critical for learning and completing the course. Please refer to the Student Handbook.

### **CLASSROOM RULES**

1. No drinks, no food, no gum, no smoking, and no children in the classroom
2. Turn off or set your cell phone on vibration mode during the class time
3. Be courteous to others