



JAMES MADISON HIGH SCHOOL

LEADING THROUGH EXCELLENCE AND EFFICIENCY



13719 White Heather Drive
Houston, TX 77045 – 4421

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PRINCIPLES OF INFORMATION TECHNOLOGY

Ms. E. White, Instructor
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I am Eumeka White, Alumni of Lamar University, and one of the best HBCU's, Grambling State University, GSU Babe!!! While attending GSU. I earned my Bachelor of Science degree in Business Management. I attended both Florida International University, and Miami Dade where I received my degree in Education, and then later attended Lamar University, where I studied to earn my Master's degree in Educational Administration and Leadership. I would like to welcome you and your family to an amazing class year as it will be a pleasure to have you explore with me Principles of Information Technology as we prepare you for your Post-Secondary choices.

Principles of Information Technology within this course students will expand their knowledge base and interest in careers and entrepreneurship opportunities in the field of Information Technology. Students will explore and discuss employment opportunities and industry certifications and requirements in small groups and as a class as they develop individualized career preparation plans. Students will discover and use resources available through Computer and Technology Student Organizations (CTSO) or other extracurricular organization(s) to further develop leadership and employability skills. Students will discuss and demonstrate appropriate and proper etiquette and behavior as well as effective listening and speaking skills in this and in all units as they further develop their personal and career goals and increase their interpersonal and employability skills.

Our main areas of focus for this course entail:

- ✓ Computer Ethics and Legal issues in Information Technology
- ✓ Career Exploration and Employability
- ✓ Technology Skills in the 21st Century
- ✓ Computer Hardware
- ✓ Software Technical Skills – Presentation Management
- ✓ Software Technical Skills – Webpage Design
- ✓ Software Technical Skills – Word Processing
- ✓ Software Technical Skills – Spreadsheets



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