

DATA COLLECTION AND ANALYSIS 35S

Course Code: 0235

Grade 11

Teacher: Mr. Reimer

Contact Information: mreimer@trsd.ca

Credit Value: 0.5 credit

Alonsa School**Semester Two****Room 9**

Welcome to Data Collection And Analysis 35S! Please read this outline carefully, sign it and hand it back to the teacher.

Required Materials: pen, binder, loose leaf or notebook.

Data Collection and Analysis Description:

This is a half credit course. The purpose of the course is to provide students with the skills and knowledge to collect, organize, manipulate, and analyze data to solve problems using spreadsheets. Students will analyze data for accuracy, credibility, and determine whether information from media sources has been manipulated. Students will also examine topics such as: creating worksheets, creating formulas and modify worksheets and charts.

Mark Breakdown:

Course Work	70%
Final Assessment	30%

Class Attendance

It is important for students to attend this class on a regular basis as class discussions may appear on assignment pieces. Should a student have to miss class, he/she has the responsibility to find out from a classmate what was discussed in class and get himself/herself caught up with notes/questions/tests or quizzes.

Students who skip 20 classes will not be eligible for a credit. Refer to student handbook.

Redo/Challenging Assignments or Tests

Students who do poorly on an assignment or test may come at lunch time (12:05 – 1:00) to redo/challenge an assignment in order to improve their mark. Redoing/challenging assignments must be done within the unit they are currently studying. Students who missed a test or would like to complete a re-test will have one week to do so following the original unit test date. All assignments must be done under the supervision of the classroom teacher. **It is the student's responsibility to make the arrangements with the teacher as to which assessment they wish to redo/challenge.**

Lunch Hour (12:05-1:00)

Students may also come at lunch time (12:05-1:00), eat lunch, and get extra help on assignments or get caught up on work they have missed.

Students who wish to redo/challenge an assignment or test in order to improve their mark may also do so at this time.

Plagiarized Assignments will receive a mark of zero.

Zero Policy: Once a unit of study has been completed, you may no longer hand in assignments for that unit. Assignments not completed by the end of a unit will receive a mark of zero.

Students and Parents/Guardians:

Please sign below to indicate that you have read and understand the course outline. If you have any questions or comments, please include them on the space below. If, at any time during the school year, you have questions or concerns, please call the school and leave a message. I will get back to you as soon as possible.

Sincerely,

Mr. Reimer

Student signature: _____

Parent/ Parent/Guardian Signature: _____