July 29, 2015

Dear Parents/Guardians,

As part of your child's Related Arts rotation, he or she will be taking Business Information Technology this semester. One of many important course outcomes is to introduce the students to the many educational resources available on the Internet and through the use of technology. In order to ensure the maximum potential for learning, your child will be using their school Gmail account, which is their firstinitiallastname@speedwayschools.net. I know some students may already have another e-mail account, but I need for each student to use their school Gmail account to ensure we can access it, if needed. Additionally, many sites can use Google as a log-in, which eliminates the need for multiple usernames/passwords.

I want the students to create their own log-ins on the sites used in class so they have the potential to use them for the rest of their academic career. Please keep in mind that the school Gmail account will only be used for educational purposes, and the students will not be getting on their account in class without my permission and my direct supervision. Please feel free to visit my website at http://sackerman.weebly.com to review the sites we will use in class.

Business Information Technology is a project-based course where the students will be exposed to a number of different technologies and websites. Throughout the course, the students will work on a variety of projects both individually and collaboratively in order to enhance their computer and internet knowledge. As part of the curriculum, the students will create a personal website to highlight their accomplishments throughout their educational career. It is my hope that this website will become their "education portfolio" to be used for future endeavors.

As part of this website, your child will have the opportunity to make the site personal by including their name, pictures, school work, etc. Once the site is published (around the end of August) all of the information on the site will be made public. While I will be monitoring the website throughout the semester, I welcome you to review your child's website too. Feel free to contact me for his or her website address, if needed. ***In order for your child to create his or her website, please be sure to sign and complete the information on the next page and return it to me by August 7th.***

In addition to the website and in an effort to be truly digital, our class will use the technology in our room and online to correspond, present, turn in projects, demonstrate skills, etc. We will be using a number of sites on the Internet, which your child will be able to personalize, such as a blog, video editing, picture editing, and making a book. Again, please feel free to visit my website at http://sackerman.weebly.com to further review the sites we will use in class.

If you have any questions or concerns, please contact me at either sackerman@speedwayschools.org or 317-244-3359 x 12103. I look forward to enriching your child's digital education.

Sincerely,

Sarah Ackerman
Business Information Technology Teacher
sackerman@speedwayschools.org
317-244-3359 x 12103

....

Student Name: _____ Class Period:_____ Grade: _____

Website information:

☐ My child has my permission to personalize his/her website with personal photos and his/her first name only

☐ I request that my child's website be less personalized using his/her first name only and no personalized photos

_____

Parent Signature