## Mr. Hooper's Classroom Procedures & Expectations

- RESPECT! Respect me, Respect your classmates, respect our classroom, and respect yourself!
- Sit in your assigned seat.
- No phones! This is your one warning. If I see your phone out, I will confiscate and take it to the office. If you have an emergency then talk to me. I am reasonable to an extent.
- You may listen to music on Pandora on your computer with headphones during individual work time. You are not to use YouTube for music.
- All content will either be on Edmodo or the class website.
- You will submit almost all computer assignments on Edmodo. Occasionally we will submit using Google Classroom.
- Please do not talk while I am speaking. It is one of my biggest pet peeves and is extremely rude!
- Please get quiet during announcements.
- Be in your seat by the time the bell rings. I am here on time and expect you to be as well.
- Stay in your seat at all times. Getting up during class creates distractions/disruptions. If for some reason you must get up, RAISE YOUR HAND and ASK ME first please.
- Come to class prepared, with all required materials, and on time.
- NO food or drink is allowed in the lab. This includes gum and candy. Bottled water is okay but must be stored in a backpack, bag, purse, etc. It should not be sitting out.
- Sleeping will NOT be tolerated in class. If a student sleeps at any point during the class, they will
  receive a warning. Numerous occurrences will result in Office Referrals, Detentions, ISAP, Friday
  School, etc.
- Extra Credit Assignments may be made available periodically throughout the year. Extra credit can only be done when ALL Daily Assignments have been turned in. I will not be offering extra credit to students that come and talk to me just a few weeks before the semester ends.
- All assignments will have a due date. Late work will be accepted on a per case basis. This means that I reserve the right to not accept any late work (which you will receive a 0 for). The best way to ensure that any late work is accepted is to stay on task and give 100% effort.
- If you miss class for any reason, it is YOUR responsibility to see me for any make-up work.
- You will have four (4) Hall Passes each semester. In order to use a hall pass, you will need to sign the hall pass log. After you have used your passes, you are not allowed to leave the classroom. Should you choose to, you will be given a referral, detention, ISAP, etc.
- DO NOT enter my desk area. DO NOT take anything from my desk area unless you have my permission to do so.
- Treat each computer workstation as if it were your own. You break it you pay to fix it.