



Colegio La Paz. Bachillerato.

GUÍA DE APRENDIZAJE DEL ALUMNO

NOMBRE DE LA ASIGNATURA	Informática I		SEMESTRE	2010-2
PROFESOR	M.C. David Alonso Dueñas Delgado, Especialidad: Ing. Electrónica y Telecomunicaciones, M.C. Sistemas Digitales, Certificación Redes de computo: CCNA1 y CCNA2			
COMPETENCIAS DE LA ASIGNATURA	Comunicativa, Liderazgo intelectual, Conciencia ecológica, Manejo de sí, Compromiso cristiano, Organización de Personas y Ejecución de Tareas.			
UNIDAD I	PERÍODO	ELEMENTOS QUE SE TOMARÁN EN CUENTA		
Temas: Opera Funciones básicas de una computadora. Subtemas: Identifica la computadora como un sistema, Diferencia entre Hardware y Software, Define Términos Informáticos básicos, Describe procesos de entrada y salida de una computadora, Describe los componentes de una computadora y su función, Elementos de las TIC, Describe sistemas operativos y sus funciones, Realiza funciones de seguridad de información básicas, entiende las amenazas de los virus y como eliminarlos.	1 9 de agosto al 17 de septiembre	Producto: Trabajo de resumen sobre la unidad, cuestionario de repaso. Grupo de discusión sobre la importancia de proteger la información en situaciones reales. Fecha de examen:		
UNIDAD II, UNIDAD III	PERÍODO	ELEMENTOS QUE SE TOMARÁN EN CUENTA		
Temas: Utiliza Tecnologías de Información y Comunicación. Subtemas: Reconoce la naturaleza, función y oportunidades que ofrecen las TIC en situaciones cotidianas y escolares, Usa y observa la importancia de las TIC como herramientas para la creatividad y la innovación, Opciones y oportunidades de la educación en línea. Temas: Emplea el Procesador de Textos. Subtemas: Procesador de texto, Importancia de la Planeación de los Documentos, Elabora Documentos con formatos adecuados al trabajo usando procesador de texto.	2 20 de septiembre al 22 de octubre	Producto: Crea una cuenta de correo electrónico y accede a foros de información, Trabajo de investigación sobre tecnología aplicando un formato específico usando el procesador de texto. Cuestionario de repaso del tema. Fecha de examen:		
UNIDAD III, UNIDAD IV	PERÍODO	ELEMENTOS QUE SE TOMARÁN EN CUENTA		
Temas: Emplea el Procesador de Textos. Subtemas: Elabora Documentos con formatos adecuados al trabajo usando procesador de texto, Protege documentos. Temas: Realiza Presentaciones electrónicas. Subtemas: Importancia de las Presentaciones Electrónicas, Planeación, Diseño, Protección y Publicación de presentaciones electrónicas en Internet.	3 25 de octubre al 26 de noviembre	Producto: Presentación Electrónica sobre uso de tecnologías en el ahorro de energía. Cuestionario de repaso del tema. Fecha de examen:		

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Informática I	Cecilia Pérez Chávez	ST Editorial , 2009, México
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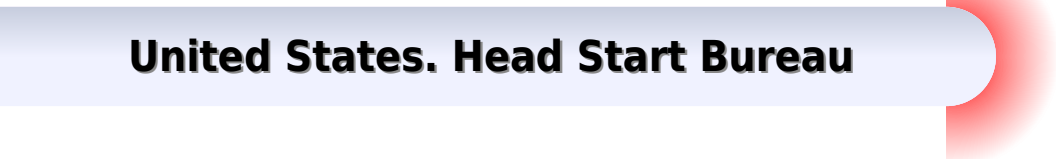
Material para el curso: libreta profesional, bolígrafos, libro de texto...

Reglamento interno: el alumno se conducirá con corrección de acuerdo al reglamento de la escuela.

No masticar chicle. Ser puntual a la clase y traer el material escolar que corresponda a la materia. Entregar trabajos puntualmente, entregar el libro y libreta para revisión cada semana. Mantener su lugar limpio y ordenado.

Manual Para Elaborar La Guia De Aprendizaje

United States. Head Start Bureau



Manual Para Elaborar La Guía De Aprendizaje:

Guía técnica para elaborar manuales operativos INEGI,2013-01-01 **Manual para elaborar el proyecto educativo de la institucion escolar/ manual to Develop The Educative Project of The Scholar Institution** , Este libro Manual para elaborar el proyecto educativo de la instituci n escolar se escribi pensando en los educadores tanto maestros como directivos pretende ser una ayuda en el proceso de la elaboraci n del proyecto educativo de la instituci n escolar el cual es aplicable ya sea en su totalidad o en partes en los niveles de educaci n primaria secundaria y a nivel medio superior Se ha buscado dotarles de un instrumento adecuado y til que les permita desarrollar en equipo dicho proyecto y consta de los siguientes cap tulos El primer cap tulo est dedicado a la aclaraci n de conceptos acerca de lo que es el proyecto educativo y el valor que ste tiene as como la relaci n que guarda con respecto a otros documentos con que cuenta la instituci n para su funcionamiento y desarrollo El siguiente cap tulo presenta la metodolog a de trabajo donde se dan pistas sobre la metodolog a de la elaboraci n del proyecto qui nes son los responsables de su elaboraci n las dificultades que se pueden presentar al elaborarlo la motivaci n que es necesaria lograr para la participaci n adecuada de toda la comunidad educativa los elementos que debe desarrollar el proyecto educativo as como la necesidad de elaborar de acuerdo con el tama o de la instituci n un proyecto educativo general y uno para cada secci n con que cuente la instituci n En el tercer cap tulo se aborda el marco de referencia que trata los siguientes aspectos lo relativo al marco educativo que consta de la sistematizaci n de la historia de la instituci n el marco doctrinal en el cual se desarrollan los conceptos del ideario la filosof a la misi n y el modelo educativo aspectos fundamentales como punto de partida del proyecto la visi n la descripci n de la cultura institucional lo concerniente al an lisis situacional externo e interno del centro educativo por ltimo se busca llegar a la realizaci n de un diagn stico de la instituci n detecci n de necesidades para de ah seleccionar las que sean preciso resolver El cuarto cap tulo se dedica al marco operativo y abarca las pistas para la elaboraci n de objetivos metas y estrategias y la elaboraci n del programa de trabajo del proyecto educativo El siguiente cap tulo presenta una serie de proyectos estrat gicos ejes de acci n como propuestas tanto para el diagn stico de la instituci n educativa como para el desarrollo del proyecto educativo los cuales se agrupan en las personas en la comunidad educativa los procesos educativos lugares actividades y grupos educativos y los recursos en la educaci n El ltimo cap tulo se dedica ntegramente al seguimiento y evaluaci n del proyecto *Guía manual para la elaboración de un plan de ordenamiento ecológico, territorial y de asentamientos humanos (POETAH)* Pedro Zeas S.,2008 Catálogo de Productos Y Servicios de Head Start, 2006 United States. Head Start Bureau,2006 Catalog of publications videotapes and services designed to provide resources for Head Start grantees and delegates to use in the planning management and operations of their programs Manual para la elaboración y defensa del trabajo fin de Grado en Ciencias de la Salud Rafael del Pino Casado,José Ramón Martínez Riera,2015-11-24 El objetivo de este manual es servir de base para la elaboraci n del trabajo de fin de grado TFG en los distintos grados de ciencias de la salud recogiendo las tipolog

as más frecuentes en esta rama de la ciencia La obra se estructura en cuatro módulos los dos primeros son introductorios y los dos últimos detallan el proceso de elaboración del TFG y su exposición La obra está pensada para que pueda consultarse con distintos grados de profundidad desde la consulta rápida a la consulta en profundidad Los profesores Del Pino Casado y Martínez Riera han logrado plasmar y analizar el proceso completo de elaboración del TFG de una manera clara y sintética pero no exenta de rigor Así integra dos conceptos una exposición progresiva y escalonada de contenidos que vayan de lo básico a lo avanzado y que dichos contenidos estén orientados no solo al alumno sino también al docente es decir que incluyan recomendaciones prácticas de cómo pasar a la acción Viene a llenar un vacío de libros de texto sobre este tema laborioso para el alumnado que en muchos casos ha recibido escasa formación sobre las materias necesarias y difícil de orientar por parte del profesorado que a veces adolece de indicaciones claras al respecto *Catálogo de Productos Y Servicios de Head Start* United States. Head Start Bureau, Catalog of publications videotapes and services designed to provide resources for Head Start grantees and delegates to use in the planning management and operations of their programs Manual del marino, o Guía del comandante i oficial de administración de la Marina de la República Chile. Ministerio de Marina, 1897 *Arte completo del constructor de órganos, ó, sea Guía manual del organero* Mariano Tafall y Miguel, Manuel Jesús Cela Folgueiras, Miguel Ángel López Farina, 1872 *Assessment of Historically Black Medical Schools' Participation in HRSA-supported Health Professions Training Programs* United States. Office of Minority Health, 2001 *Guía práctica de derecho* Antonio de Jesús Lozano, 1893 **Calendario manual y guía de forasteros en Madrid** ,1878 *Calendario, manual y guía de forasteros en Madrid* ,1879 **Libros españoles** ,1979 Boletín bibliográfico mexicano ,1996 **Encuesta nacional sobre la dinámica de las relaciones en los hogares, 2003** ,2004 *Encuesta nacional sobre la dinámica de las relaciones en los hogares, 2003: Zacatecas* ,2004 Encuesta nacional sobre la dinámica de las relaciones en los hogares, 2003: Hidalgo ,2004 *Encuesta nacional sobre la dinámica de las relaciones en los hogares, 2003: Yucatán* ,2004 *Encuesta nacional sobre la dinámica de las relaciones en los hogares, 2003: Michoacán de Ocampo* ,2004 **Encuesta nacional sobre la dinámica de las relaciones en los hogares, 2003: Sonora** ,2004

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