



BCIS 2230 Microsoft PowerPoint

Course Number	BCIS 2230
Course Name	Microsoft PowerPoint
Credit Value (Breakdown of theory and lab credits)	3 Theory
Catalog Course Description	Introduction to the electronic presentation, specifically how to use, design, and edit presentation graphics for use in a variety of personal and business applications. (1, 1T+0L)
Course Student Learning Outcomes/Objectives /Competencies	<ol style="list-style-type: none"> 1. Apply basic concepts in creating a presentation. 2. Create and manage presentation. 3. Enter and edit text on slides. 4. Insert and manage simple graphics. 5. Add sound and movement. 6. Review and present presentation.
College-Wide Student Learning Outcomes measured (General education courses only)	<ol style="list-style-type: none"> 1. Communication 2. Critical Thought 3. Information Literacy 4. Cultural Competence
Program Student Learning Outcomes measured	