

SYLLABUS  
PART I  
EDISON COMMUNITY COLLEGE  
CIT 104S INTRODUCTION TO PRESENTATION GRAPHICS  
1 CREDIT HOUR

**COURSE DESCRIPTION**

Introduces the basic concepts involved in the creation of presentation graphics. Using graphics software students learn the creation, manipulation and display of presentation graphics. Students also learn how to combine text and graphics into complex presentations. Prerequisite: CIT 100S or satisfactory computer assessment score. Lab fee.

**COURSE GOALS**

The student will be able to:

1. Use graphics software to create presentations.
2. Combine art and text into graphical presentations.
3. Create paper copies and automated slide shows for presentations.

**CORE VALUES**

The Core Values are a set of principles which guide in creating educational programs and environments at Edison. They include communication, ethics, critical thinking, human diversity, inquiry/respect for learning, and interpersonal skills/teamwork. The goals, objectives, and activities in this course will introduce/reinforce these Core Values whenever appropriate.

**TOPIC OUTLINE**

1. Using the elements of a graphics program
2. Enter and edit text in an outline and slide view
3. Create, save and open an existing presentation
4. Manipulating outlines and items
5. Creating speaker's notes
6. Printing a presentation
7. Working with text objects
8. Combining text and art
9. Creating and presenting a slide show