

SYLLABUS
PART I
EDISON STATE COMMUNITY COLLEGE
CIS 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. Lab fee.

COURSE GOALS

The student will:

Bloom's Level		Program Outcomes
3	1. Use software to create presentations.	4
3	2. Employ the necessary items of a successful presentation.	4, 7
5	3. Combine art and text into effective graphical presentations involving good technique and automation.	4, 5
3	4. Produce presentations in final form and generate a variety of file types for distribution.	6, 7

CORE VALUES

The Core Values are a set of principles that guide in creating educational programs and environments at Edison State. 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. Use 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. Manipulate outlines and items
5. Create speaker's notes
6. Print a presentation
7. Work with text objects
8. Combine text and art
9. Create and presenting a slide show