

**Eastern WV Community & Technical College  
Master Course Record Form**

Course Prefix and Number: CIS 111
Course Title: Introduction to Electronic Presentations
Recommended Transcript Title: Introduction to Electronic Presentations
<b>Date Approved/Revised:</b> November 3, 2006
<b>Credit Hours:</b> 1 <b>Contact hours per week (Based on 15 week term):</b> <b>Lecture:</b> 1 <b>Lab:</b>
<b>Prerequisite:</b> <b>Corequisite:</b> <b>Pre/Corequisite:</b>
<b>Grading Mode:</b> Letter grade
<b>Catalog Description:</b> This course is an introduction to the creation and delivery of electronic presentations using an electronic graphical presentation software package.
<b>Course Outcomes:</b> <ol style="list-style-type: none"> <li>1. Create a Presentation</li> <li>2. Modifying a Presentation</li> <li>3. Insert Objects into a Presentation</li> <li>4. Finish a Presentation</li> <li>5. Work with Advanced Tools and Masters</li> <li>6. Enhance Charts</li> <li>7. Insert Graphics, Media, and Objects</li> <li>8. Use Advanced Features</li> </ol>
<b>Implementation Cycle:</b> Fall
<b>Role in College Curriculum: (Check all that apply)</b> <input type="checkbox"/> General Education Core <input checked="" type="checkbox"/> Technical Core AAS in Admin Support, AAS <input checked="" type="checkbox"/> Restricted Elective AAS in BUS, CAS in Admin. Support and CAS in BUS <input checked="" type="checkbox"/> General Elective <input type="checkbox"/> Workforce Education <input type="checkbox"/> Other (Please specify)
<b>Course Fee:</b> None
<b>Instructor's Qualifications:</b> Bachelor's degree in business or information technology with two years of related work experience, or master's degree with 18 graduate level credits in business or information technology.
<b>Expanded Course Description:</b> This course will consist of lectures and hands-on application.

Prepared by: Seyed Mirkhani, Division Chair for Business, Computer and Information Technology  
2/11/2016

Name, Title

Date

Approved Per LOT Minutes

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Dean of Teaching and Learning

Date