



Mendocino College

COURSE LEVEL STUDENT LEARNING OUTCOMES

Term Effective:	Spring	2008
	Semester	Year

Title:
(limit to 50 characters including spaces)

Course Number:

Initiator:

Date Submitted:

Units Min:

If this is a variable unit course, then the relationship between units and any difference in expected SLO's should be explained.

Units Max:

Lecture Hours:

Lab Hours:

Activity Hours:

Student Learning Outcomes: *(Enter the SLO's in an outline format. Use the Ctrl + Tab keys to indent for subtopics.)*

1. Operate the alphabetic keyboard by touch at a rate of 25-30 gross words a minute.
 2. Operate the figure/number keys on the top row of the keyboard by touch.
 3. Operate the number pad by touch.
- These outcomes will be assessed by timed writings, observation, tests and reference sheets.

SIGNATURES / APPROVALS:

Instructor(s) _____
 Signature Date

Instructor(s) _____
 Signature Date