

PRESENTATIONS CERTIFICATE OF COMPLETION

The Presentations Certificate of Completion provides students the knowledge and skills to use Presentation applications as problem-solving tools. The program is appropriate for students seeking employment in a range of office settings and for community members and professionals looking to improve their use of a computer as a problem-solving tool.

Required Courses

Course Number	Course Name	Hours
CSC 551	Presentation I	8.5
CSC 552	Presentation II	8.5

Total hours **17**

Program Level Student Learning Outcomes:

1. Describe how presentation applications may be used as problem-solving tools.
2. Apply knowledge of presentation applications to create a variety of slide presentations which use features such as multiple slide layouts, ClipArt, slide master, headers/footers, transitions, animations, audio/video, Smart Art, and Hyperlinks.