Course Title: IST 103: Presentation Software – 1 credit

Course Leader: Karen Weil-Yates

Expected Learning Outcomes for Course

- *Plan, research, develop and present effective presentations using PowerPoint*

Assessment
(How do students demonstrate achievement of these outcomes?)

Students submit Case Studies for grading. In addition, they research, prepare and present one Case Study to the class. A Presentation Tips guideline is shared/available for students and copies of the presentation evaluation are available to the students before the presentation date—so that they may be prepared.   They are scored on both the slide show and their presentation of the slide show. Students participate in two forums about presentation design and analysis; and take three quizzes.

Validation
(What methods are used to validate your assessment?)

The textbook is an approved Microsoft Office Specialist (MOS) published by an industry leader in the information technology field. The Advisory Committee evaluates the course as needed. After discussion with our campus disabilities coordinator, one Case Study was modified to show students how to caption audio portions of presentations for the hearing impaired.

Results
(What does the data show?)

	Case Study Average	Forum & Quiz Average	Final Presentation
Student #1	30.3%	36.8%	0%
Student #2	61.0%	94.2%	5%
Student #3	63.3%	75.8%	68%
Student #4	97.3%	100.0%	83%
Student #5	94.3%	100.0%	92%
Student #6	77.0%	95.8%	80%
Student #7	90.0%	94.7%	85%
Student #8	81.7%	88.4%	53%
Class Average	74.4%	85.7%	58.2%

All but one student participated well in the course; even with the one student who did not do the presentation (and did not pass), class averages for the Case Studies and Forum/Quizzes were well above the passing range. The class average for the final presentation was low when you factor in the student who did not give that presentation. If you remove that one from the average, they change to:

Class Average	80.7%	92.7%	66.5%

This brings the final presentation up to 66.5%--in the D range. It appears that there were 3 students who were unprepared for their final presentation. An adjunct taught this course for the first time in this semester and according to her: "they skipped parts of the instructions (i.e. number of slides, inserting things). It's the little details that add up." There are very explicit details on the Moodle site that were obviously not followed. This is reviewed during Orientation and questions through email are answered throughout the semester—students have plenty of opportunity to plan ahead and 'get it right'.

Follow-up
(How have you used the data to improve student learning?)

There are no plans for improvement for the Spring semester, except to remind students not to put off working on their Final Presentation until the last minute; and perhaps send out a few email reminders concerning the Final.

Budget Justification
(What resources are necessary to improve student learning?) None at this time