BCT 109 Articulation Competencies

Getting Started with Presentation Graphics (1 Credit)

Use presentation graphics software to create and view presentations. Enhance the presentation with pictures, shapes, SmartArt, tables and charts. Apply transitions.

School Name: _____

School Articulated Course: _____

School Instructor: _____

Upon completion of this course, successful students will score 80% or better on the following competencies to receive WVC college credits.

Course Competencies Checklist:

- ❑ Open and save existing presentations.
- ❑ Create new presentations.
- ❑ Insert ClipArt or pictures.
- ❑ Apply appropriate formatting.

Course Topics:

- Presentation Formatting and Layout features
- Shape, SmartArt tables and charts
- Backgrounds and Themes
- Transitions and Animations