



## Course Outcomes Form Northwest Indian College

All hand-outs are posted on the faculty website at [www.nwic.edu/faculty](http://www.nwic.edu/faculty) (follow the Assessment link)

Before completing this form, please refer to the *Instructions for Completing the Course Outcomes Form*. Please submit this form electronically to Shidon Aflatooni at [saflatooni@nwic.edu](mailto:saflatooni@nwic.edu).

Last date this form was updated or edited	03/15/07
Course Number (e.g., ENGL 101)	CMPS 101
Course Name (e.g., English Composition I)	Introduction to Computers
List all instructor(s) who participated in creating and approved these course outcomes (please consult with at least one other person)	Elva Eisel
List the main textbooks, readings or other resources used in this course (including title, year and publisher)	Microsoft Office 2003 Basics
	Pasewark and Pasewark
	Thomson Course Technology

A. **NWIC outcomes:** From the *List of NWIC Outcomes*, select the most important outcomes you assess in this course (at least one NWIC outcome must be chosen).

<b>NWIC outcome # (e.g., “Written communication: 2a. write standard English”)</b>	<b>Instructional Activities: How will students master this outcome? (e.g., solving problems, group activity)</b>	<b>Assessment/Evaluation Strategies: How will you measure this outcome? (e.g., student presentations, essays)</b>
Written communication: 2a. Write Standard English	Write answers to essay questions/true-false, and multiple- choice questions.	Essay, true/false, and multiple choice questions; clearly answer questions.
Computer skills: 4a. use Word processing software for communication. (MS Word)	Completes assignments from text book in a group and as individuals.	Students complete an accumulative assignment that requires demonstration of ability to perform word processing functions.
Computer Skills: 4b use spreadsheet software for communication, computation and graphic data representation. (MS Excel)	Completes assignments from text book in a group and as individuals.	Students complete an accumulative assignment that requires demonstration of ability to perform spreadsheet functions.
Computer skills: 4d. Use the internet for research.	Find, access, and navigate websites in a group and as individuals.	Students complete assignments that require information located from the various websites they searched.

**B. Course outcomes:** In order of priority, list the most important other learning outcomes for this course that you assess (a maximum of 8).

<b>Other course outcomes:</b> <b>Complete the sentence –</b> <b>As a result of this course,</b> <b>students will be able to...</b>	<b>Instructional Activities: How</b> <b>will students master this</b> <b>outcome? (e.g., solving</b> <b>problems, group activity)</b>	<b>Assessment / Evaluation Strategies:</b> <b>How will you measure this</b> <b>outcome? (e.g., student</b> <b>presentations, essays)</b>
Produce a presentation using presentation software for communication. (MS PowerPoint) (4c Presentations)	Completes assignments from text book in a group and as individuals.	Essay, true/false, and multiple choice questions. Students complete an accumulative assignment that requires demonstration of ability to perform presentation functions.
Sign up for and use an individual email account to turn in all assignments and communicate with the instructor. (4e: Email)	Completes assignments from text book in a group and as individuals and submits them to the instructor through an email account.	All assignments are turned in through email.
Use E-mail for communication. (4f: Electronic library resources)	Completes assignments that require electronic library research.	Students complete an accumulative assignment that requires demonstration of ability to perform electronic library research functions.
Apply effective presentation skills (3a: Presentation)	Individual final presentation of all skills acquired throughout the course.	Students complete an accumulative assignment that requires demonstration of ability to perform presentation functions.

**C. Please list the NWIC outcomes and course outcomes from above on your syllabus.**

**D. Please assess the NWIC outcomes and course outcomes, which are listed above, in your classes.**