

LINC 64: SLIDE PRESENTATION DESIGN

Foothill College Course Outline of Record

Heading	Value
Effective Term:	Summer 2022
Units:	1
Hours:	1 lecture per week (12 total per quarter)
Advisory:	Basic computer skills and knowledge of Macintosh or Windows operating systems; familiarity using web browsers, email, bookmarking, searching and downloading; not open to students with credit in LINC 246.
Degree & Credit Status:	Degree-Applicable Credit Course
Foothill GE:	Non-GE
Transferable:	CSU
Grade Type:	Letter Grade (Request for Pass/No Pass)
Repeatability:	Not Repeatable

Student Learning Outcomes

- Define terminology associated with slide presentation software
- Identify online and computer-based applications for creating presentations
- A successful student will be able to modify the slide master.
- Apply visual literacy concepts to slide presentation design

Description

Develop the knowledge and skills to create effective and visually appealing slide presentations. This hands-on course uses software such as Keynote, PowerPoint, Prezi, or Google Presentations; however, primary emphasis is placed on applying visual literacy concepts. Additional topics include typography, inserting audio, applying animation/transition effects, and applying good presentation design.

Course Objectives

The student will be able to:

1. Identify online and computer-based applications for creating presentations
2. Define terminology associated with slide presentation software
3. Apply visual literacy concepts to slide presentation design
4. Use appropriate typography, visual images, and layout to effectively communicate a message
5. Integrate images and sound
6. Animate objects and select slide transitions
7. Create a presentation slideshow suitable for education, personal, or professional contexts

Course Content

1. Presentation software
 - a. Online: Prezi, Google Presentations, others
 - b. Computer-based: Keynote, PowerPoint, others
2. Terminology
3. Visual literacy
 - a. Definition of visual literacy in context of historical and current use
 - b. Application of visual literacy to presentations and communication projects
 - c. Implications for learning and performance contexts
4. Communicate the message
 - a. Typography
 - b. Visual images
 - c. Layout design
5. Integrate images and sound
 - a. Image file formats
 - b. Image sources online
 - c. Sound file types
 - d. Sound file sources online
6. Animate objects and slide transitions
 - a. The good, the bad, and the ugly of animations and transitions
 - b. Best practices for keeping your audience focused on your message
7. Create a presentation project
 - a. Analyze need and audience
 - b. Design presentation (theme, layout, goal)
 - c. Develop slides
 - d. Beta test prototype
 - e. Evaluate and refine project

Lab Content

Not applicable.

Special Facilities and/or Equipment

1. When offered on/off campus: Lecture room equipped with LCD projector, whiteboard, and a demonstration computer connected online. Computer laboratories equipped with online PCs and/or Macintosh computers, network server access, and printers.
2. When taught via the internet: Students must have current email accounts and/or ongoing access to internet capable computers or tablets.

Method(s) of Evaluation

Methods of Evaluation may include but are not limited to the following:

Developing a presentation project based on established criteria
Presenting the project to peers for feedback
Making constructive contributions to class discussions

Method(s) of Instruction

Methods of Instruction may include but are not limited to the following:

Lecture presentations delivered in student-centered learning style

Facilitated discussions of live presentations, readings or video presentations
Student presentations in small group and whole class situations

Representative Text(s) and Other Materials

Reynolds, Garr. Presentation Zen: Simple Ideas on Presentation Design and Delivery (Voices That Matter). 2019.

Instructor-assigned notes and materials.

When course is taught online: Additional information, notes, handouts, syllabus, assignments, tests, and other relevant course material will be delivered via the course learning management system, and discussion may be handled with internet communication tools.

Types and/or Examples of Required Reading, Writing, and Outside of Class Assignments

1. Each class session requires the student to read and analyze selected websites or student projects related to that session's topics. Class discussion is encouraged
2. Each session's topic requires a written response to a prompt that is turned in for instructor or peer review. Each prompt is designed to be a draft of a section of the student's completed project. Instructor feedback should be reflected in the final product
3. When taught online these methods may take the form of video, audio, animation and webpage presentations. Assignments will be submitted online as well

Discipline(s)

Instructional Design/Technology or Education