

Course Outcomes Form

### Northwest Indian College

**Follow the *Instructions for Completing the Course Outcomes Form, which is* available on the *NWIC* Assessment Website at** <http://www.nwic.edu/assessment>

**Please submit this form electronically to the Chair of the Curriculum Committee**

It is important to keep the following principles in mind when completing this form:

1. Regardless of the mode of learning (i.e., face-to-face, Independent learning, ITV, online, etc.) or the location of a course, only one course outcomes form is to be created for each course.
2. Regardless of the mode of learning or the location of a course, the **NWIC** **outcomes** and the **Course outcomes** must be the same for each course.
3. The **Instructional activities** and the **Assessment/evaluation strategies** may differ depending on the mode of learning. Please indicate the **Instructional activities** and the **Assessment/evaluation strategies** that are different from the face-to-face class (e.g., “IL: Essay”).

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| **Most recent date this form was updated or edited** | **4/11/19** |
| **Course Number** **(e.g., ENGL 101)** | **CMPS 101** |
| **Course Name (e.g., English Composition I)** | **Introduction to Computers** |
| **List the names of all instructor(s) and others who participated in creating and approved these course outcomes (consult with at least one other person)** | **Miguel Ramos, Flora Tsai, Brian Compton, Ted Williams** |
| **List the main textbooks, readings or other resources used in this course** | * Selected texts for Microsoft office
* APA style guide
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**A. NWIC Institutional Outcomes:** Select the *most* important NWIC institutional outcomes that are *assessed* in this course (at least **one** NWIC outcome must be chosen and up to all eight outcomes).

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| --- | --- | --- |
| **NWIC institutional outcome # (e.g., #3 - “demonstrate knowledge of what it means to be a people”)** | **Instructional Activities: How will students master this outcome? (e.g., solving problems, group activity)**  | **Assessment/Evaluation Strategies: How will you measure this outcome? (e.g., student presentations, essays)** |
| 1) Effectively communicate in diverse situations, from receiving to expressing information, both verbally and non-verbally7) Meet the technological challenges of a modern world | Write answers to essay questions. | Comprehensible essays. |

**B. Course outcomes:** In order of priority, list the *central* learning outcomes for this course that are **assessed** (a maximum of 10).

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| **Other course outcomes: Complete the sentence –** **As a result of this course, students will be able to…** | **Instructional Activities: How will students master this outcome? (e.g., solving problems, group activity)**  | **Assessment / Evaluation Strategies: How will you measure this outcome? (e.g., student presentations, essays)** |
| Apply beginning-level word-processing, spreadsheet, and presentation software skills. | Completes assignments from lectures and assigned texts and videos. | Students complete cumulative assignments that require a demonstration of the ability to perform word processing, spreadsheet and presentation functions. |
| Demonstrate critical thinking and information literacy skills to search for and assess information on the internet, in databases, and in other information sources. | Use a “thinking tool” to organize a research topic and search keywords. Then find, access, navigate and evaluate websites and online databases. | Students complete assignments that require a demonstration of the ability to organize a research topic and evaluate information sources. |
| Describe how computers work, including basic hardware and software requirements and functions, and necessary maintenance and upgrades. | Completes assignment from lectures and assigned texts and videos. | Students complete an assignment that demonstrates an understanding of the basic concepts of computer hardware and software issues and functions. |
| Demonstrate awareness of current issues in the field of computers and the internet, including data privacy, anonymity, and security. | Completes assignment from lectures and assigned texts and videos. | Students complete an assignment that demonstrates an understanding of the basic issues and concepts of online privacy and security. |

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

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