

COURSE PLAN

FIRST: BASIC INFORMATION

College

College Irbid University College

Department Applied Sciences

Course

Course Title Presentation

Course Code 020902236

Credit Hours 3 (0 Theoretical, 3 Practical)

Prerequisite 020902263

Instructor

Name

Office No.

Tel (Ext)

E-mail

Office Hours

Class Times

Building Name	Day of Week	Start time	End time	Hall number

Text Book

Title :

References

1. (joel marsh) user experience – UX. ترجمة محمد فواز عرابي: مدخل إلى تجربة المستخدم
2. دعاء عبد الفتاح السعداوي: الإعلان الرقمي التفاعلي، دار السحاب للنشر والتوزيع، 2019.
3. PowerPoint 2019 For Dummies 1st Edition, 2018, Doug Lowe , For Dummies

SECOND: PROFESSIONAL INFORMATION

COURSE DESCRIPTION

This course specifies the knowledge and skills about effective presentation development with graphic principles that are used for teaching, business, conference and other fields. And it provides planning, design, visualization and presentation techniques using presentation development software with multimedia authoring software.

COURSE OBJECTIVES

The objectives of this course are to enable the student to do the following:

- Explain concepts and procedures for effective presentation design
- Develop a working competence in the manipulation of presentation development software
- Explain and create business presentation materials with applicable techniques and examples
- Present and evaluate actual presentation with technical manner

COURSE LEARNING OUTCOMES

By the end of the course, the students will be able to:

- **CLO1.** Explain the concept, process and design of the presentation
- **CLO2.** Manipulate presentation development software
- **CLO3.** Create slide templates using layout and pictorial elements with graphic principles
- **CLO4.** Create business presentation material
- **CLO5.** Apply presentation techniques to actual presentation

COURSE SYLLABUS

Week	Topic	Topic details	Related LO (chapter)	Proposed assignments
1	Basic concept of presentation	<ul style="list-style-type: none"> • Purpose and elements of presentation. • Process of presentation. • Competences for presentation. 	CLO1	
2	Planning of presentation	<ul style="list-style-type: none"> • Set goal and objectives of presentation. • Set type of presentation. • Research for presentation. 	CLO1	
3	Design of presentation	<ul style="list-style-type: none"> • Design of structure. • Design of storyboard. • Mutually Exclusive and Collectively Exhaustive. 	CLO1	
4	Presentation development software	<ul style="list-style-type: none"> • Microsoft PowerPoint - 1 	CLO2	
5	Presentation development software	<ul style="list-style-type: none"> • Microsoft PowerPoint - 2. 	CLO2	



6	Presentation development software	<ul style="list-style-type: none"> • Microsoft PowerPoint - 3. 	CLO2	
7	Presentation development software	<ul style="list-style-type: none"> • Microsoft PowerPoint - 4. 	CLO2	
8		<ul style="list-style-type: none"> • Midterm Exam 		
9	Configure presentation slide	<ul style="list-style-type: none"> • Setup slide template and pattern. • Layout design includes title, subtitle, contents. • Basic letters and pictorial elements. 	CLO3	
10	Pictorial abstraction	<ul style="list-style-type: none"> • Concept and advantages of pictorial abstraction. • Pictorial readability. • Examples of image and diagram for pictorial abstraction. 	CLO3	
11	Presentation development practice 1: Company profile	<ul style="list-style-type: none"> • Setup targets. • Types of company profiles. • Setup contents. 	CLO4	
12	Presentation development practice 1: Business plan	<ul style="list-style-type: none"> • Setup targets. • Types of business plans. • Setup contents. 	CLO4	
13	Presentation development practice 1: Teaching material	<ul style="list-style-type: none"> • Setup targets. • Types of teaching materials. • Setup contents. 	CLO4	
14	Presentation techniques	<ul style="list-style-type: none"> • Attitudes for presentation. • Language and actions of presentation. • Tips for presentation. 	CLO5	
15	Presentation Practice	<ul style="list-style-type: none"> • Presentation with audiences. • Evaluation and Peer evaluation. • Feedbacks. 	CLO5	
16		<ul style="list-style-type: none"> • Final Exam 		

COURSE LEARNING RESOURCES

The methods used in teaching the program, are mentioned, such as lectures, discussion sessions, proactivity, and other activities

- Discussion and explanation sessions
- Practical activity and execution

ONLINE RESOURCES

- <https://support.microsoft.com/en-us/office/powerpoint-for-windows-training-40e8c930-cb0b-40d8-82c4-bd53d3398787>

ASSESSMENT TOOLS

Assessment Tools	%
Projects & Quiz	20%
Mid Exam	30%
Final Exam	50%
Total Marks	100%

THIRD: COURSE RULES

ATTENDANCE RULES

Attendance and participation are extremely important, and the usual University rules will apply. Attendance will be recorded for each class. Absence of 10% will result in a first written warning. Absence of 15% of the course will result in a second warning. Absence of 20% or more will result in forfeiting the course and the student will not be permitted to attend the final examination. Should a student encounter any special circumstances (i.e. medical or personal), he/she is encouraged to discuss this with the instructor and written proof will be required to delete any absences from his/her attendance records.

GRADING SYSTEM

Example:

	Course Marks Average		
	Average	Maximum	Minimum
Excellent	100%	90%	90%
Very Good	89%	80%	80%
Good	79%	70%	70%
Satisfactory	69%	60%	60%
Weak	59%	50%	50%
Failed	49%	35%	35%

REMARKS



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COURSE COORDINATOR

Course Coordinator		Department Head	
Signature		Signature	
Date		Date	