



Presentation Software Applications

Course Description:

http://www.dodea.edu/curriculum/courses/courses_1011/PTI304.htm

Standards:

http://www.dodea.edu/curriculum/docs/pt/stn_pts_eng.pdf

Textbook / Materials:

Element K: Atomic Learning

Microsoft PowerPoint 2000 Step by Step; Software: MS Office PowerPoint

ISBN Number (Student Edition) 1-57231-970-4

Publisher: Microsoft Press

DoDEA Grading Scale:

90-100	=	A
80-89	=	B
70-79	=	C
60-69	=	D
59 or below	=	F

Homework Policy:

Homework will be assigned at the instructor's discretion as appropriate for specific course requirements. Please check the Course Information section in the online course for more specific information.

Late Work Policy:

The DoDEA Virtual High School encourages students to be responsible for their own learning. All assigned work must be received by the teacher in accordance with due dates posted in the online course. Work submitted after the posted due date may not receive full credit. The final deadline for all late work will be set by the individual online teacher. Please check the Course Information section in the online course for more specific information.

Vision Statement: To prepare our students to live, learn, work, and serve the public good in a digital, global society through engaging, synchronous and asynchronous instruction.



Communication:

Students will be expected to interact with the online instructor and classmates in a variety of ways to support instruction. Teacher-student communications are conducted via the following technologies based upon need and availability: phone, email, instant message (IM), and web-conferencing.

DVHS Academic Integrity Policy:

The DoDEA Virtual High School expects all students to abide by ethical academic standards. Academic dishonesty—including plagiarism, cheating or copying the work of another, using technology for illicit purposes, or any unauthorized communication between students for the purpose of gaining advantage during an examination—is strictly prohibited. The DoDEA Virtual High School's Academic Integrity Policy covers all school-related tests, quizzes, reports, class assignments, and projects, both in and out of class.