

MIS 3: PRESENTATION GRAPHICS

In Workflow

1. CBA College Committee Chair (panggabean@csus.edu,joseph.taylor@csus.edu)
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8. PeopleSoft (PeopleSoft@csus.edu)

Approval Path

1. 2026-06-23T23:49:07Z
Tota Panggabean (panggabean): Approved for CBA College Committee Chair
2. 2026-06-24T17:53:10Z
Pingsheng Tong (ptong): Approved for CBA Dean

History

1. Apr 23, 2019 by Beom-Jin Choi (choib)
2. Sep 9, 2024 by 302822325

Course Deactivation Proposal

Date Submitted: 2026-04-03T00:18:15Z

Viewing: MIS 3 : Presentation Graphics

Last approved: Mon, 09 Sep 2024 14:02:34 GMT

Last edit: 2026-04-03T00:18:14Z

Changes proposed by: Sadaf Ashtari (219700248)

Justification for this deactivation request

This course is being deactivated due to outdated and obsolete content that no longer aligns with current industry standards, student needs, or program objectives. The subject matter is either covered through more current offerings in the curriculum or no longer relevant as a standalone college-level course. Deactivating this course will help maintain an accurate and up-to-date course inventory for the department.

Catalog Title:

Presentation Graphics

Class Schedule Title:

Presentation Graphics

Academic Group: (College)

CBA

Academic Organization: (Department)

Business Administration

Will this course be offered through the College of Continuing Education (CCE)?

No

Catalog Year Effective:

Spring 2027 (2026/2027 Catalog)

Subject Area: (prefix)

MIS - Management Information Systems

Catalog Number: (course number)

3

Course ID: (For administrative use only.)

202996

Units:

1

Is the ONLY purpose of this change to update the term typically offered or the enforcement of existing requisites at registration?

No

In what term(s) will this course typically be offered?

Fall, Spring

Does this course require a room for its final exam?

Yes, final exam requires a room

This course complies with the credit hour policy:

Yes

Course Description: (Not to exceed 90 words and language should conform to catalog copy.)

The course teaches Microsoft Power Point that establishes a student's fundamental computer skills required to perform business related tasks. Topics include creating, refining and delivering presentations; working with graphics, tables and charts; inserting and enhancing pictures, shapes, sound and video; using templates, slide masters and text boxes, printing, securing and sharing presentations, etc.

Are one or more field trips required with this course?

No

Fee Course?

No

Is this course designated as Service Learning?

No

Is this course designated as Curricular Community Engaged Learning?

No

Does this course require safety training?

No

Does this course require personal protective equipment (PPE)?

No

Does this course have prerequisites?

No

Does this course have corequisites?

No

Graded:

Credit / No Credit

Approval required for enrollment?

Instructor Approval

Course Component(s) and Classification(s):

Lecture

Lecture Classification

CS#01 - Large Lecture (K-factor=1 WTU per unit)

Lecture Units

1

Is this a paired course?

No

Is this course crosslisted?

No

Can this course be repeated for credit?

No

Can the course be taken for credit more than once during the same term?

No

Description of the Expected Learning Outcomes and Assessment Strategies:

List the Expected Learning Outcomes and their accompanying Assessment Strategies (e.g., portfolios, examinations, performances, pre-and post-tests, conferences with students, student papers). Click the plus sign to add a new row.

	Expected Learning Outcome	Assessment Strategies
1	design, create, refine and deliver a slide presentation	Exam 1 Project 1
2	illustrate with pictures, tables, charts and infographics	Exam 1 Project 1
3	enhance with multimedia	Exam 2 Project 2
4	use template, themes, slide master and textboxes	Exam 2 Project 2
5	integrate, review, collaborate, secure and share presentations	Exam 2
6	Tese knowledge and skills improve students' ability to enhance their achievements in other courseses and performance in the professional workplace.	Project 3

Is this course required in a degree program (major, minor, graduate degree, certificate?)

No

Does the proposed change or addition cause a significant increase in the use of College or University resources (lab room, computer)?

No

Will there be any departments affected by this proposed course?

No

I/we as the author(s) of this course proposal agree to provide a new or updated accessibility checklist to the Dean's office prior to the semester when this course is taught utilizing the changes proposed here.

I/we agree

University Learning Goals

Undergraduate Learning Goals:

Intellectual and practical skills

Is this course required as part of a teaching credential program, a single subject, or multiple subject waiver program (e.g., Liberal Studies, Biology) or other school personnel preparation program (e.g., School of Nursing)?

No

GE Course and GE Goal(s)

Is this a General Education (GE) course or is it being considered for GE?

No

Key: 3439