

This schedule is subject to change by your instructor.

All Assignments due by 11:59 pm on the date assigned.

CPT 290 Schedule

<i>Due Date</i>	Material Covered and Assignment	Item(s) Due
TBD -virtual meeting with Instructor JUNE 2-ORIENTATION AND ASSIGNMENT 1 DUE	<ol style="list-style-type: none"> 1. Discussion Board. 2. Review all course material on Content Page listed under “BEGIN HERE” (Must read first) 3. Complete the Orientation Quiz 4. Activate Digital Content <ol style="list-style-type: none"> 1. Click the CONTENT link on the menu bar in D2L 2. Click COURSE MATERIALS 3. Select REDSHELF 4. Select CPT 290 5. Opt-In <p>AND</p> <p>COMPLETE:</p> <ol style="list-style-type: none"> 1. Select Content link 2. Select Learning Materials 3. Select Power Point Chapter 4. PowerPoint Chapter 1: Introduction to PowerPoint: Creating a Basic Presentation 	Orientation Exam AND ASSIGNMENT 1 DUE
JUNE 9	COMPLETE PowerPoint Chapter 2: Effective Presentation Development: Enhancing a Presentation with Design and Multimedia	Assignment 2
JUNE 16	COMPLETE: PowerPoint Chapter 3: Presentation Enhancement: Organizing Presentation Content	Assignment 3
JUNE 23	COMPLETE PowerPoint Chapter 4: Presentation Refinement: Manipulating Objects and Presentation Effects	Assignment 4
JULY 7	COMPLETE PowerPoint Chapter 5: Customization: Customizing a Presentation	Assignment 5
JULY 14	COMPLETE PowerPoint Chapter 6: Presentation Finalization: Using Tools for Collaboration, Review, and Distribution	Assignment 6
JULY 21	Assignment 7: OneDrive assignment. View assignment 7 information within the Content link in D2L	Assignment 7
JULY 28	Final Presentation Project View PROJECT and RUBRIC information within the Content link in D2L	Final Presentation File AND ALL LATE WORK
AUGUST 4	Assignment 8-LinkedIn Instruction and resources for assignment 8 found under the Content link in D2L	Assignment 8

Note: You must complete each chapter's Skills-Based Training with a grade Pass status prior to submitting your Grader Project.

Last Day to Withdraw with a “W” is AUGUST 4