

## **Options for Obtaining Credit for Introductory Computer Courses**

Students have several options for obtaining credit in Introductory Computer courses (COSC 1300, COSC 1401, BCIS 1405, ITSC 1401)

### **Option 1: Face to Face Courses**

Each long semester all introductory computer courses have multiple face to face sections scheduled during the day, evening, and weekend. During the summer semesters, face to face classes are scheduled during the day and evening.

### **Option 2: Online Courses**

Each long semester, and summer semesters, all introductory computer courses have numerous online sections scheduled. All course work can be completed off campus if the student has access to a computer with Internet and appropriate software (currently Microsoft Office 2007). The college computer lab may also be used to complete assigned course work. eCampus is used for class discussions, PowerPoints and lecture materials and classroom assessments.

### **Option 3: Hybrid Courses**

Each long semester, hybrid course sections are scheduled during the day for the student who comes to class one day per week for interaction with the instructor and completes required lab assignments. Other work is completed at a distance using eCampus.

### **Option 4: Credit by Exam (CBE)**

A computerized credit by exam for each introductory computer course is available in the El Centro Assessment Center. Students who believe they already have skills with Microsoft Office and knowledge of general concepts can pick up a Credit by Exam form and general information sheet in the Assessment Center, obtain required signatures, pay \$25.00 fee at the Cashier's window, purchase a password for the computerized exam in the College Bookstore and schedule the three hour exam with the Assessment Center. The grade received will be Pass/Fail. CBE may only be taken once.

### **Option 5: Portfolio Assessment**

Students can demonstrate knowledge and skills which are obtained in an introductory computer course through preparation of a portfolio which showcases their skills and knowledge. Students must enroll in HDEV 0110 Assessment of Prior Learning and meet with an assigned advisor to learn about the required elements to put in the portfolio. The portfolio is evaluated by discipline faculty who evaluate the content and determine if it is equivalent to course content taught in an introductory computer course.