

## Skills for Success Curriculum Resource Cover Page

**e-Channel Organization**

Good Learning Anywhere

**Curriculum Resource**

**Digital Skills 2: Microsoft PowerPoint Basics**  
 Microsoft PowerPoint is often used for displaying slideshows and presentations at work, school, celebrations, and more! This course is designed for learners looking to take a short, interactive, and self-paced course that will help teach them the basics of Microsoft PowerPoint. In this course, we learn how to use PowerPoint, presentation best practices and Skills for Success, and how to create great-looking presentations! Learners can take this course if they are new to Microsoft PowerPoint or want to improve/refresh their presentation-making skills!

**OALCF Alignment**

Competency	Task Group	Level
A - Find and Use Information	A1 - Read Continuous Text	A1.1-A1.2
A - Find and Use Information	A3 - Extract information from films, broadcasts and presentations	A3
B - Communicate Ideas and Information	B2 - Write Continuous Text	B2.1
B - Communicate Ideas and Information	B3 - Complete and Create Documents	B3.1-B3.2
B - Communicate Ideas and Information	B4 - Express Oneself Creatively	B4
D - Use Digital Technology	D - Use Digital Technology	D.1-D.3
E - Manage Learning	E - Manage Learning	E.1

**Goal Paths (check all that apply)**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Employment              | <input checked="" type="checkbox"/> Postsecondary |
| <input type="checkbox"/> Apprenticeship                     | <input checked="" type="checkbox"/> Independence  |
| <input checked="" type="checkbox"/> Secondary School Credit |   |

**Embedded Skills for Success (check all that apply)**

- |   |  |                                  |
|---|--|----------------------------------|
| <input checked="" type="checkbox"/> Adaptability              | <input type="checkbox"/> Numeracy        | <input type="checkbox"/> Digital |
| <input type="checkbox"/> Collaboration                        | <input type="checkbox"/> Problem Solving |                                  |
| <input checked="" type="checkbox"/> Communication             | <input type="checkbox"/> Reading         |                                  |
| <input checked="" type="checkbox"/> Creativity and innovation | <input type="checkbox"/> Writing         |                                  |

**Notes:**