

# Get the CS101 Advantage!

## Learn skills employers want and you need

- Successful students and employees are knowledge workers. CS101 teaches how to organize and analyze data to make decisions and solve problems.
- Employers ask for Microsoft Office skills. Office is the second-most requested skill in high-growth, high-wage jobs. 56% of non-healthcare positions for college grads are in fields that commonly require Excel.



## Complete GEC/GEF and major requirements

- CS101 fulfills GEF Area F2A and GEC Objectives 2c and 4.
- Over 30 majors require or recommend CS101 including Accounting, Marketing, Comm Studies, Health Informatics & Information Technology, and Sport Management.

## Get the help you need to succeed

- In 2017-2018, 57% of CS101 students earned As.
- Open Lab staff are available daily to answer questions.
- Homework Help videos show step-by-step how to use the tools needed to complete each homework.
- Review projects and videos get you ready for the exams.



## Take the course when it's convenient for them

- 18+ sections are taught on-campus each Fall and Spring.
- Online sections are also available through WVU Online.
- On-campus and online versions each Summer session.

Learn more at [cs101.wvu.edu/advantage](https://cs101.wvu.edu/advantage)

## Discover how to get the most from Microsoft Office

CS101 covers Microsoft Office with a focus on Excel and Access. After taking the course, students will not only be Office power users, they'll be knowledge workers able to review and analyze all kinds of data.

### Microsoft Excel

Excel spreadsheets are the workhorse of Microsoft Office. With it, students will be able to quickly drill-down and find patterns in data. They will be able to:

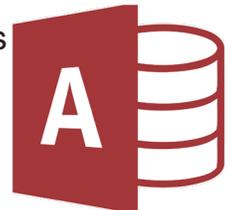
- Organize information
- Share data through well designed charts
- Forecast future results
- Summarize statistics
- Game out scenarios



### Microsoft Access

Access is the go-to tool for efficiently managing large datasets. CS101 teaches students how to:

- Organize and manage large datasets
- Extract information
- Perform complex calculations
- Facilitate data entry
- Generate useful reports



### Microsoft Word

Word can be used for much more than just writing letters. In CS101, students learn how to:

- Create scholarly documents
- Use figures and equations
- Manage citations and create bibliographies



### Microsoft PowerPoint

For years, PowerPoint has been the program to use when you need to present data to others. We show students the basics in PowerPoint plus the stuff they really need to know:

- Create effective presentations
- Make posters
- Generate vector graphics

