

Spokane Falls Community College

Course Learning Outcomes

Prefix and Course Number: BT 235

Course Title: Machine Transcription

Version Date: 5/10/2019

Course Learning Outcomes:

Upon successful completion of the course, the student will be able to:

1. Demonstrate effective machine transcription techniques.
2. Demonstrate use of transcription software and hardware.
3. Apply previously learned formatting and document production skills to creating transcribed materials.
4. Demonstrate effective written communication skills particularly grammar, punctuation, editing, and proofreading.