



## COMPUTER SKILL COMPETENCY TEST FRAMEWORK WORKSHEET

Notes:

		Selected-response questions (approx.)	Constructed-response assignments					
<b>Test (Test Code 178)</b>	<b>BASIC OPERATIONS, CONCEPTS, AND ISSUES RELATED TO COMPUTER-BASED TECHNOLOGY AND ELECTRONIC COMMUNICATION</b>		<b>22</b>	<b>0</b>				
	0001	Understand basic concepts, terminology, operations, and maintenance and care of computer hardware, software, and related peripheral devices.						
	0002	Understand acceptable use policies, issues related to the legal and ethical use of technology, and issues related to the safe and secure use of technology.						
	0003	Understand characteristics and functions of Internet tools for communication and research.						
	<b>USING TECHNOLOGY-BASED PRODUCTIVITY TOOLS</b>		<b>23</b>	<b>0</b>				
	0004	Understand the effective use of word processing software.						
	0005	Understand the effective use of presentation software.						
	0006	Understand the effective use of spreadsheet and database software.						
	<b>INTEGRATING TECHNOLOGY INTO THE CLASSROOM</b>		<b>15</b>	<b>0</b>				
	0007	Understand concepts related to the design and management of effective technology-enhanced learning environments.						
0008	Understand concepts related to the design and implementation of technology-enhanced instruction that addresses the diverse needs of all students.							