



## Computer Classes Outcome Report 1<sup>st</sup> level

October to November 2010

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In the month of October we started the 3<sup>rd</sup> cycle of Computer Classes 1<sup>st</sup> Level in Montebello Apartments. We served 4 residents from Sierra West and Montebello Apartments. The class was every Tuesday from 7-9 PM for six weeks. 80% of the students had never used a computer before, 20% used, one at work and home.

In this class the students learned the basic terminology of computer parts and how to turn it on; the use of the mouse with an online program called “mouserice” which helps the students became familiar with the mouse functions.

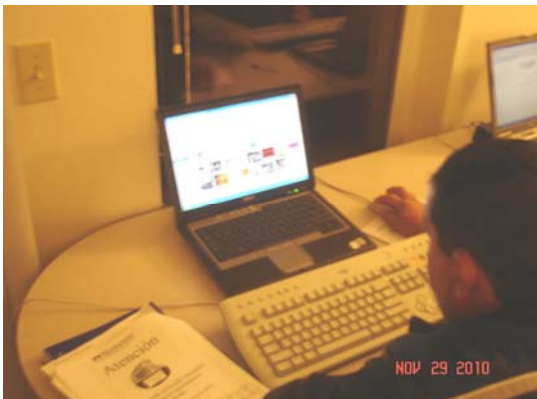


The students also learned basic typing skills, word processing, web surfing and each one created their own e-mail address. They also learned how to use Google to search for information and images to create a flyer.

These students were very motivated with the classes. One of them said that the reason why he took the class is because at his work they ask him to do stuff on

the computer and he was feeling a little worried because he had never used a computer before. All this motivated him to be the quickest learner in the class and he also was able to help others. Another student wanted to learn so she could understand what her son does on the computer. Since she has a computer at home she'll be now practicing more.

The students were very thankful to Bienestar for providing this kind of program to enrich their lives. They are now ready to take the 2<sup>nd</sup> level Class.



## COMPUTER LITERACY ASSESSMENT 1<sup>st</sup> Level

**This report reflects how many people out of 4 had general knowledge in computer, word processing and internet. On the pre and post test.**

<b>General Knowledge</b>	<b>Pre Test</b>	<b>Post test</b>
1. Can you name at least one input and one output device?	<b>0</b>	<b>3</b>
2. Do you know what RAM stands for and how much your computer has?	<b>0</b>	<b>2</b>
3. Do you know what an “icon” is and what to do with it?	<b>2</b>	<b>4</b>
4. Do you know how to use your mouse to “drag an item”?	<b>2</b>	<b>4</b>
5. Do you know how to search for a file on your computer?	<b>0</b>	<b>3</b>
6. Do you know what a modem is used for?	<b>1</b>	<b>2</b>
7. Do you know how to open up more than one computer program at a time and how to move quickly between them?	<b>0</b>	<b>4</b>
8. If you have a program on a diskette or a CD, do you know how to tell a computer to RUN it?	<b>1</b>	<b>3</b>
9. Do you know how to reboot your computer?	<b>1</b>	<b>4</b>
10. Do you know the acceptable form for a filename?	<b>0</b>	<b>3</b>

<b>Word Processing</b>	<b>Pre Test</b>	<b>Post test</b>
1. Do you know what a font is?	<b>0</b>	<b>4</b>
2. Do you know how to cut and paste a block of text?	<b>0</b>	<b>4</b>
3. Do you know how to change margins in a document?	<b>0</b>	<b>2</b>
4. Do you know what the clipboard does?	<b>0</b>	<b>2</b>
5. Do you know how to create a table in a document?	<b>0</b>	<b>4</b>
6. Do you know how to tell your word processor to number the pages of your document?	<b>1</b>	<b>3</b>
7. Do you know how to use a mouse to click, hold and drag over a block of text?	<b>1</b>	<b>4</b>
8. Do you know what templates and wizards are and how to use them?	<b>0</b>	<b>1</b>
9.		

<b>Internet</b>	<b>Pre Test</b>	<b>Post test</b>
1. Do you have an email address?	<b>2</b>	<b>4</b>
2. Have you ever used a browser like Internet Explorer or Netscape to visit the World Wide Web?	<b>1</b>	<b>3</b>
3. Can you locate three major search engines?	<b>0</b>	<b>3</b>
4. If you found a website on the web that you liked, do you know how to save that site so you can easily return to it?	<b>1</b>	<b>2</b>
5. Do you know what a computer virus is and how to avoid them?	<b>0</b>	<b>3</b>