

EDTE 373A Assessment of Technology Knowledge, Skills & Attitudes Profile Report

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Software Applications

1. Please enter your ID number given to you by the instructor. This will be used only to match your pre- and post-course responses.

23-M

2. Which credential do you have, or are headed toward?

Multiple Subjects (Elementary)

3. Age

20 - 24

4. Gender

Female

5. Word Processing: I know how to...

	Agree	Agree somewhat	Disagree somewhat	Disagree
change view mode and magnification.	X			
select a printer to print a document.	X			
spell check and grammar check.	X			
use the program Help function.	X			
copy/cut/paste text within and between documents.	X			
create & use templates to create documents for personal or student use.		X		
apply borders to documents.	X			
create numbered and bulleted lists.	X			
add/delete page breaks, headers and footers.	X			

	Agree	Agree somewhat	Disagree somewhat	Disagree
save word processing documents in other file formats.	X			
create lesson plans, articles, reports, etc.		X		
design lessons having students use word processing.		X		
enhance documents by inserting graphics from the Internet or from clip art.	X			
incorporate drawing tools as appropriate.	X			
format text in columns with different fonts and colors.	X			
Use Microsoft Office 2007.	X			

6. Spreadsheet: I know how:

	Agree	Agree somewhat	Disagree somewhat	Disagree
to undo unwanted changes.	X			
to locate cells based on column/row addresses.	X			
to select, move, copy, delete, clear and insert cells.	X			
to change typeface, font size or other font attributes.	X			
to select an entire column or row.	X			
to resize cells and rows.	X			
to use print preview and print document.	X			
to set up print options for grid lines.	X			
to describe the educational uses of spreadsheets.		X		
to define spreadsheet terms; cells, alignment, formula...		X		
to use the "fill" feature.		X		
to select charts for appropriate data representation.	X			
to add shading and borders.		X		
to change text cell alignment.	X			
to format cells	X			

	Agree	Agree somewhat	Disagree somewhat	Disagree
to print a specific range of cells, pages, and sheets.	X			
to copy or delete "sheets" across or within files.		X		
to export charts/tables for word processing.		X		
to create appropriate charts for a content lesson.	X			
to resize and relocate graphics within a document.	X			

7. Presentation Software: I am able to:

	Agree	Agree somewhat	Disagree somewhat	Disagree
define presentation terms; layout, slide, theme...	X			
create, open, modify, and save presentations.	X			
change slide layouts for individual slides or all slides.	X			
insert text, format text, add text boxes.	X			
navigate using scrollbar, slide sorter, menu...	X			
print presentation slides, notes, handouts or outline.	X			
re-arrange the order of the slides.	X			
create and edit navigational buttons.		X		
incorporate video.		X		
incorporate hyperlinks.		X		
record and insert sound.		X		
use background/text colors towards clarity/readability.	X			
create clear presentations, easy to understand.	X			
edit clip art.	X			

Computer Use

8. BASIC COMPUTER OPERATION SKILLS. Please choose the most accurate response:

Level 4: I use several programs simultaneously. I look for utility programs and techniques to customize my computer and maximize my operating system. I feel confident enough to teach others some basic operations and troubleshoot when things go wrong.

9. FILE MANAGEMENT. Please rate your skills on the following scale:

LEVEL 2 - I save documents I've created but sometimes have trouble finding them again. I rarely back up my files.

10. WORD PROCESSING. Please rate your skills on the following scale:

LEVEL 3: I use a word processor for nearly all my written professional work. I can edit, spell check and format a document to suit my needs.

11. 11. DATABASE MANAGEMENT. Please rate your skills on the following scale:

LEVEL 3 - I use databases to collect and analyze data. I can create a database from scratch, defining fields and creating layouts in order to support inquiry.

12. DIGITAL GRAPHICS - Please rate your skills on the following scale:

LEVEL 3 - I can create digital images using a scanner or digital camera. I can modify and place digital images into documents in order to help clarify or amplify my message.

13. SPREADSHEETS - Please rate your skills on the following scale:

LEVEL 3 - I use a spreadsheet for several purposes. These spreadsheets include labels, formulas and cell references. I can change the format of the spreadsheets by changing column widths and text styles. I can create simple charts.

14. PRESENTATION SOFTWARE - Please rate your skills on the following scale:

LEVEL 3 - I can create a multimedia presentation with graphics, images, sounds, graphs and transitions using a program like PowerPoint.

15. E-MAIL - Please rate your skills on the following scale:

LEVEL 4 - I am comfortable setting up e-mail groups and exchanging files through e-mail attachments. I am able to teach these skills to others.

16. INTERNET - Please rate your skills on the following scale:

LEVEL 3 - I am able to locate web resources that are useful to me as an educator. I maintain a bookmarks / favorites list. I can conduct a basic search for web resources. I can print and save web-based information.

17. WEB AUTHORING - Please rate your skills on the following scale:

LEVEL 1 - I have never created a web page.

18. ETHICAL USE OF TECHNOLOGY - Please rate your skills on the following scale:

LEVEL 3 - I clearly understand the difference between freeware, shareware and commercial software and the fees involved in the use of each. I understand typical school board policies on the use of copyrighted materials. I demonstrate ethical usage of software and online resources and let my students know my personal stand on this issue.

19. CLASSROOM INTEGRATION OF TECHNOLOGY - Please rate your skills on the following scale. If you are not yet placed in a classroom, answer as if you were.

LEVEL 2 - I would like to blend new technologies into my classroom activities more often than I do, but there isn't time, access to equipment is limited, or I don't feel comfortable

using these tools.

20. How would you rate your proficiency on each of the following:

	Not at all proficient	A little bit proficient	Somewhat proficient	Proficient	Highly proficient
Posting and replying to online discussions.				X	
Setting up a blog.				X	
Working with a wiki.				X	
Using Dreamweaver.	X				
Using Google.					X
Compressing files.			X		
Uploading files to online storage.		X			
Reducing file size of images.		X			
Working on a Macintosh computer running OS X.	X				
Working on a computer that runs XP.				X	
Working on a computer that runs Windows Vista.				X	
Removing a computer virus.			X		
Installing & configuring a printer.				X	
Removing spyware.			X		

21. Tell us which technologies you have access at HOME.

	yes	no
A computer three or more years old	X	
A computer less than three years old	X	
Broadband (high speed) internet access	X	
Dial up (slower) internet access		X
MP3 player	X	
Web cam		X
Digital still camera	X	
Digital video camera		X
DVD Player	X	

Attitudes

22. For each of the following, check the response that most closely reflects your opinion.

	I don't know	Strongly disagree	Disagree	Agree	Strongly agree
The majority of my students are likely to know more about technology, including the internet, than I do.				X	
There simply isn't enough time to incorporate technology into classroom instruction.			X		
Modeling the use of technology isn't my job.			X		
I feel awkward when expected to use technology in my classroom.		X			
Technology could interfere with the personal relationships I develop with my students.		X			
My students' many personal and educational needs make focusing on technology impractical			X		
.Incorporating technology into my instruction positively affects student learning.				X	

	I don't know	Strongly disagree	Disagree	Agree	Strongly agree
I'm earning a credential in a subject area that doesn't lend itself to technology use -- including the internet.		X			
I expect to have so little access to technology in my future teaching that it won't make much difference in the way I teach.		X			

23. How do you feel about:

	Not at all comfortable.	Somewhat comfortable.	Comfortable.	Very comfortable.
Taking a course online.				X
Leading an online discussion.		X		
Leading a classroom discussion.			X	
Speaking in front of a class.			X	
Being a leader in the classroom.			X	

24. Please describe ideally what you would like to achieve from this course, thank you!

I want to learn how exactly to use technology in the classroom as well as what technological resources I have in a classroom.