

## AHE Technology Self-Assessment

Name: \_\_\_\_\_

Date: \_\_\_\_\_

This survey was designed by the Adult & Higher Education Master's Degree program for prospective students. It is designed to measure your familiarity with the educational technology used in the program.

For our purposes *educational technology* refers to digital communications, information software, computers, or related equipment used during the program. Please use the following rating scale in your responses for Questions #1 - 8:

5. Very Familiar, 4. Familiar, 3. Somewhat familiar, 2. Unfamiliar, 1. No Familiarity

1. Which statement best describe your general familiarity with the use of computers and the internet?

	5.	4.	3.	2.	1.
Using the internet					
Downloading, listening to or viewing media					
Using software such as word processing for productivity					

2. Which of the following statements best describes your familiarity with using the internet to:

	5.	4.	3.	2.	1.
Check email					
Search the web					
Do computer maintenance such virus protection and virus scans					
Communicating and interacting with others or use of social media					
Share documents as in Google Docs					

3. Which of the following statements best describes your familiarity with using a computer for media related activities such as:

	5.	4.	3.	2.	1.
Viewing videos such as found on YouTube?					
Downloading and/or listening to music or podcasts?					
Uploading media to social media sites?					
Searching and viewing live streaming video?					
Playing interactive games or participating virtual worlds?					

4. Rate your familiarity with using word processing software like MS Word to:

	5.	4.	3.	2.	1.
Format text, set line spacing, format paragraphs and pages					
Create and use tables					
Use tabs and hanging indents					
Use bulleted and ordered lists					
Review, edit, and revise text					
Format references and citations					

5. Rate your familiarity with using presentation software like MS PowerPoint to:

	5.	4.	3.	2.	1.
Manipulate text and images to create slides					
Change formatting and duplicating slides					
Design the style of the show, timing, transitions, and effects					

6. Rate your familiarity with the following components of spreadsheet software like MS Excel to:

	5.	4.	3.	2.	1.
Select ranges, and displaying numeric results of functions					
Combine text and numeric data to create reports					
Import and export data to and from other compatible software					

7. Rate your familiarity with using the internet and software for synchronous (live) interactions:

	5.	4.	3.	2.	1.
Participating in video chat like Skype					
Participating in live chat (chat rooms)					
Web-conferencing like Cisco Webx or Citrix Go2Meeting					

8. Learning management systems (LMSs) are websites that schools use for online courses. Students visit the site on a regular basis to obtain the course material, submit assignments, and to interact with the professor or other students. The AHE program uses a system called Canvas. There are other popular systems including MOODLE. How familiar are you with the using following components in a LMS or LMSs?

	5.	4.	3.	2.	1.
Working in a self-paced learning environment					
Synchronous (live) interactions using audio, video, or chat rooms					
Asynchronous interactions such as threaded discussion boards					
Accessing class content such as articles, podcasts, or videos					
Submitting class assignments and group projects					
Tracking your completed assignments and grades					

In order to participate in online or blended classes, you will be required to use or have access to the following equipment/tools. Please indicate your access to the following:

	I own	I have access	Need
A desktop or laptop computer with a high-speed internet access that includes Microsoft Windows (XP or higher) or Mac (OS-X or higher) operating systems,			
Software: word processing (e.g., MS Word), presentation (e.g., PowerPoint), PDF reader, Flash player, and a current media player			
Headset with stereo headphones and microphone			
Webcam (many new computers have these built in)			

List any additional comments or concerns you have regarding the use of technology in the AHE program: