Basic Computer Literacy

Overview
The Basic Computer Literacy assessment evaluates a candidate's knowledge of general computer terms. It also determines a candidate's ability to manage files, work with a Windows operating system and application software, as well as access the Internet. It consists of both multiple choice and simulation items.

Localizations Available: US English, French

Details
- Time Allowed: 35 minute time limit
- Number of Questions: 30 (16 Simulation| 14 Multiple Choice)
- Number of Sittings: One
- Designed for Unproctored Environment: Yes
- Questions per Skill Level: 15 Beginning, 11 Intermediate, 4 Advanced
- Question Format: Simulation, Multiple Choice
- Product Category: Software Skills

Knowledge, Skills, Abilities, and Competencies Measured
Measures proficiency in using a computer.
Sample Questions

What is the general term for programs used to operate a computer?

a) Memory  
b) Hardware  
c) Software  
d) Documents

Sample Reports

Score Summary: 90.0 -- Percentile: 60
- Total Number of Questions: 30
- Number Correct: 27
- Number Incorrect: 3
- Number left Blank: 0

Analysis By Skill Level:
- Basic: 15 of 15 Correct (100%)
- Intermediate: 9 of 11 Correct (81%)
- Advanced: 3 of 4 Correct (75%)
- Overall Score: 27 of 30 Correct (90%)

Score Comparison:
- Company Wide Comparison: 15 Scores
  - Average Time: 07:41
  - High Time: 13:57
  - Low Time: 04:11

- System Wide Comparison: 215 Scores
  - Average Time: 06:37
  - High Time: 100.0
  - Low Time: 46.7

Time Summary:
- Time Taken (m:ss): 05:25
- Started on: 1/19/05 6:58 PM
- Completed on: 1/19/05 7:05 PM

Analysis By Job Skill:
- Computer Terms: 6 of 6 Correct (100%)
- Managing Files: 4 of 6 Correct (66%)
- Parts of the Computer: 5 of 5 Correct (100%)
- Internet and E-Mail: 4 of 5 Correct (80%)
- Operating System: 4 of 4 Correct (100%)
- Application Software: 4 of 4 Correct (100%)