

TEKNIMEDIA'S COMPUTER LITERACY SERIES
Correlation to
Technology Standards For Instructional Personnel
Commonwealth of Virginia

| Instructional Personnel Technology Standards | Teknimedia's Computer Literacy Series |
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| A. Instructional personnel shall be able to demonstrate effective use of a computer system and utilize computer software. | Pre-requisite Skills: PC100 - Basic Skills PC101 - Computer Basics PC110 - Files and Folders PC120 - The Internet Using Netscape PC125 - The Internet Using Internet Explorer & Outlook Express |
| B. Instructional personnel shall be able to apply knowledge of terms associated with educational computing and technology. | PC101 - Computer Basics, Sec. 1.2-1.4, 2.2-2.7, 4.1-4.3 PC120 - The Internet Using Netscape, Sec. 1-21 PC125 - The Internet Using Internet Explorer & Outlook Express, Sec. 1-19 |
| C. Instructional personnel shall be able to apply computer productivity tools for professional use. | Pre-requisite Skills: PC100 - Basic Skills PC101 - Computer Basics, Sec. 3.1-3.4 PC110 - Files and Folders |
| D. Instructional personnel shall be able to use electronic technologies to access and exchange information. | Pre-requisite Skills: PC101 - Computer Basics, Sec. 5.1- 5.3 PC120 - The Internet Using Netscape, Sec. 9-35 PC125 - The Internet Using Internet Explorer & Outlook Express, Sec. 9-34 |
| E. Instructional personnel shall be able to identify, locate, evaluate, and use appropriate instructional hardware and software to support Virginia's Standards of Learning and other instructional objectives. | Pre-requisite Skills: PC100 - Basic Skills PC101 - Computer Basics, Sec. 3.1-3.4 PC120 - The Internet Using Netscape, Sec. 9-16 PC125 - The Internet Using Internet Explorer & Outlook Express, Sec. 9-16 |
| F. Instructional personnel shall be able to use educational technologies for data collection, information management, problem solving, decision making, communication, and presentation within the curriculum. | Pre-requisite Skills: PC100 - Basic Skills PC110 - Files and Folders PC120 - The Internet Using Netscape PC125 - The Internet Using Internet Explorer & Outlook Express |

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| <p>G. Instructional personnel shall be able to plan and implement lessons and strategies that integrate technology to meet the diverse needs of learners in a variety of educational settings.</p> | <p>Pre-requisite Skills: PC100 - Basic Skills PC110 - Files and Folders PC120 - The Internet Using Netscape PC125 - The Internet Using Internet Explorer & Outlook Express</p> |
| <p>H. Instructional personnel shall demonstrate knowledge of ethical and legal issues relating to the use of technology.</p> | <p>No Teknimedia Computer Literacy Series Courses are currently available.</p> |