

CONNECT

Canada's Resource Publication on Technology & Adult Literacy

SOFTWARE REVIEWS BY SHERI MANKAL

Teknimedia Computer Literacy Series (CLS)

This is a multimedia course that truly instructs the user. It guides the user every step of the way in a very comfortable manner. There are incredible graphics, sound and videos used throughout the series which makes this software a good choice for a literacy classroom where reading skills are less developed. It would also be great for instructors with little or no computer experience who need help getting started. From installing the CD's through to the final exams, each step is explained to the user both in writing and orally.

This series is made up of three CD's which could be used independently or as a series. In the first CD, **PC100-Basic Skills**, the user is introduced to the basic concepts of using a computer. If the user is a total novice and has no mouse control, the program automatically opens up into the mouse tutorial. Unlike most mouse tutorials that I've seen, the first several steps can be controlled through keyboard commands. Once the user has become comfortable with pointing and clicking, the control switches to the mouse. This mouse tutorial is excellent, and like every lesson in this series, is well laid out, clearly organized and easy to follow. The person speaking on the CD speaks very clearly and at a pace that is easy to understand without being monotonous.

PC100-Basic Skills is designed for computer novices. It teaches all of the basics: common elements, windows, text boxes and starting and exiting a program to name just a few. Each lesson in the entire series follows a simple pattern as described below.

It starts with a clear explanation of the vocabulary related to the topic as well as the basic steps needed to perform that particular function. These explanations and instructions are accompanied by excellent animated graphics and very clear screen captures.

Most explanations or sets of instructions are followed by an exercise where the user is given the opportunity to practice what they have learned. Excellent, positive oral feedback is given for correct responses and written feedback is given for incorrect responses. The lessons could be either true or false, multiple choice or drag and drop type questions.

Following the exercise there is usually a quiz. The quiz gives the learner another opportunity to reinforce their newly acquired skills. The quiz does not give immediate feedback, but at the end the user is given their results in percentage form as well as in a break down of correct and incorrect responses. At this point the user has the chance to review the test with their answers and the corrections. The user does have the option of ending the quiz at any point but their marks will be recorded as mistakes for any unanswered questions. Most quizzes contain approximately 13 questions and could be either true or false or multiple choice. In some of the sections there are also final exams, which follow the same layout as the quizzes.

This software does keep track of the user's progress. You can see which sections have been visited, how much time was spent in each section and what the score of the quizzes or exams were.

PC101-Computer Basics also starts with the mouse tutorial. Along with the mouse tutorial, PC101 teaches uses of a computer, types of computers, hardware, software, networks and the Internet. This is a wonderful introduction into the workings of a computer.

PC120-The Internet Using Netscape® Communicator is a great initiation to the Internet and the World Wide Web. This CD explains all of the terminology related to the “Information Superhighway” in a very clear, easy to understand way. It takes the user through all of the steps to using the Internet including hyperlinks, parts of an Internet address and type of equipment required to access the Internet. This CD also shows the user how to use bookmarks, search for information and use email. The software uses Netscape as its basis, but the skills are transferable.

These CD’s are entitled PC, but are compatible with Macintosh as well. Teknimedia has also produced a fourth CD, **PC110-Files and Folders**, which wasn’t available at the time of this review but is now available. This latest CD covers all of the important functions of working with files and folders like Windows Explorer, creating and saving files, file management and crashes and backup.

FEATURES & SPECIFICATIONS **How to Read and Write for Everyday Living**

USER LEVEL

Intermediate

CONTENT

General Content: Very Good

ORDERING INFORMATION

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SPECIFICATIONS

IBM compatible:

Windows 95+, 32 MB RAM,

10 MB Hard Disk space

Macintosh:

System 7.1+, 32 MB RAM,

10 MB Hard Disk space

COST:

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