

Project Software

Virginia Adult Learning Resource Center

Computer/Technology Training Software Title

PC100-Basic Skills

(File #53)

RATING: 5.0

SUBJECT AREA:

Technology Training

PUBLISHER:

Teknimedia Corporation

4905 Del Ray Ave. #307

Bethesda, MD 20814

(800)366-4614

FAX: (301)656-0177

e-mail: support@teknimedia.com

<http://www.teknimedia.com>

COST:

\$99.95 (1-4 programs)

\$89.95 (5-9)

\$79.95 (10-24)

\$69.95 (25+)

COMPUTER: WIN/MAC CD-ROM

USE:

Literacy, Pre-GED and
GED

Workplace Education

Vocational Education

Literacy Tutor Training

GRADE LEVEL: 4-6

SPECIFIC SKILLS: Mouse manipulations, Windows operations and commands, starting and exiting programs, and identification and application of menus, buttons, icons, and boxes.

DESCRIPTION: *PC100-Basic Skills* provides an innovative, multimedia and multisensory approach to teaching the fundamental and essential computer literacy skills that students and teachers need. Right from the beginning, this CD-ROM based instructional tool strives to put the user "at ease" with technology by presenting a video of an adult who describes the features of the course and assures the user that there are no prerequisites. The "Mouse Tutorial" is presented as an option in the beginning of the program. The entire course is visually based and highly interactive because of the continuous auditory instruction and animated graphics. The only time that the student is required to read textual based information without an audio component is during the quiz sections. Other features of the program include: Operational Guide, Index, Table of Contents, and Records. The Operational Guide provides an audio description of the structure of each section and uses vivid graphics and diagrams to review each navigational tool in the course. The Index and Table of Contents can be used for review and practice of specific topics. The Records option compiles status reports which outline the lesson and exercises which have been completed, the number of times the student has "visited" the lesson or exercise, the time spent on each lesson, and the quiz scores. The *PC100-Basic Skills* curriculum provides twelve lessons, eight application exercises, and two quizzes.

EVALUATION SUMMARY: The *PC100 -Basic Skills* program received the highest rating possible from our adult students, teachers, and tutors. Several reviewers commented that using *PC100* was the first time they felt comfortable

interacting with a computer. One student in a word processing class wrote, "I learned a lot from this CD because it explained the computer better than the book I have been using." As an adult education teacher, I found this program to be an excellent introduction and training course for our adult students and tutors who need computer literacy training. This inexpensive CD-ROM provides the positive, one-on-one instruction and practice that adult students appreciate and learn from successfully. One literacy volunteer (who is 82 years old and was uncomfortable with computers even though her children had bought her one) took the **PC100** program home and installed it herself. She reported that she was so proud of her accomplishment, that she worked through the entire course in two hours even though bookmarking was available. Since accountability and documentation of competencies are significant considerations for teachers, it is important to note that **PC100** and Teknimedia's more advance programs (**PC101-Computer Basics and PC120-The Internet**), have been aligned to the Virginia Standards of Learning Assessment Program. Correlation's are available for the Technology Standards for Grades Five through Eight and for the Technology Standards for Instructional Personnel. I highly recommend **PC100** as an excellent tool for adult and literacy educators who want to offer basic computer training in their curriculum, but can't find the time to work it in. I also see a great application for **PC100** in our workplace and vocational class.

Please call, fax, write, or e-mail: kit@naxs.com if you have a request for information, publications, or training.