# Digital Literacy and Introduction to Computer Skills Assessment

**PLANIT TEACHERS**

## Introduction to Digital Literacy (5 minutes)

*Read the following introduction to digital literacy and answer the questions that follow:*

Digital literacy refers to the ability to effectively and critically navigate, evaluate, and create information using digital technologies. It involves understanding the basics of computer hardware and software, as well as how to use the internet and other digital tools to access and share information.

1. What is digital literacy?

2. Why is digital literacy important in today's world?

## Section 1: Easy (5 minutes)

*Choose the correct answer for each question:*

1. What is the main function of a keyboard?
   - A) To navigate and select items on the screen
   - B) To type commands and text
   - C) To connect to the internet

2. What is the main function of a mouse?
   - A) To type commands and text
   - B) To navigate and select items on the screen
   - C) To connect to the internet

## Section 2: Medium (15 minutes)

*Answer the following questions in complete sentences:*

1. What are some basic internet safety rules?

2. What are some benefits of using a computer?

**Drag-and-Drop Activity:**

Match the following online content types with their descriptions:

- Website
- Email
- Video

| Content Type | Description |
|---|---|
| Website | |
| Email | |
| Video | |

## Section 3: Hard (10 minutes)

*Match the following computer parts with their functions:*

| Computer Part | Function |
|---|---|
| CPU | |
| RAM | |
| Hard Drive | |

## Activity 1: Typing Skills Development (10 minutes)

*Type a short paragraph using the keyboard:*

[Type your paragraph here]

## Activity 2: Internet Safety Rules (15 minutes)

*Create a poster or infographic about internet safety rules:*

[Create your poster or infographic here]

## Activity 3: Online Content Recognition (10 minutes)

*Identify and categorize different types of online content:*

| Content Type | Description |
|---|---|
| Website | |
| Email | |
| Video | |

## Assessment Rubric

*The following rubric will be used to assess your work:*

1. Accuracy and completeness of answers (40%)
2. Demonstration of critical thinking and problem-solving skills (30%)
3. Ability to recognize and apply internet safety rules (20%)
4. Development of basic typing skills (10%)