



Bienestar
Building housing, hope and futures

Computer Classes Outcome Report 1st level

April 5th to May 17^h 2011

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We were very pleased to start the 1st level of Computer Classes at the new computer lab at Elm Park Apartments, with 5 laptops donated from Synopsys! Five residents of Elm Park I & II took the challenge of attending computer classes. Only one of five had used the computer before, the rest had never used one or have one at home but only the kids use it for

homework. The residents were very enthusiastic about the classes and since the first day, they started asking many questions and expressed that the reasons why they wanted to take classes was to either buy a computer, help their kids with homework or just to have another skill for their jobs or finding a job.

As is usual in all of our class the first day started with ["mouercise"](#) an online mouse training so the students can get used to the functions of the mouse.

Students learned the basics of Microsoft office Word 2007, Internet Explorer, Windows Explorer, how to look for information on the internet, how to create a flyer using MS Word and Internet Explorer.

Each student learned how to create their own yahoo.com e-mail address and practiced sending e-mails and chatting with each other; they also sent an e-mail to Bienestar Executive Director and Resident Services Manager to express their thoughts about the class.





Elm Park Students practicing how to navigate on different websites!



During the six weeks of class everyone was very interested in learning; the positive attitudes of each student help them to finish the class and at the end we raffled a computer!

Respectfully submitted,

Jorge Tello

COMPUTER LITERACY ASSESSMENT 1st Level

This report reflects how many people out of 4 had general knowledge in computer, word processing and internet. On the pre and post test.

General Knowledge	Pre Test	Post test
1. Can you name at least one input and one output device?	1	4
2. Do you know what RAM stands for and how much your computer has?	0	3
3. Do you know what an "icon" is and what to do with it?	0	5
4. Do you know how to use your mouse to "drag an item"?	1	5
5. Do you know how to search for a file on your computer?	0	4
6. Do you know what a modem is used for?	0	3
7. Do you know how to open up more than one computer program at a time and how to move quickly between them?	0	5
8. If you have a program on a diskette or a CD, do you know how to tell a computer to RUN it?	0	3
9. Do you know how to reboot your computer?	0	4
10. Do you know the acceptable form for a filename?	0	2

Word Processing	Pre Test	Post test
1. Do you know what a font is?	0	4
2. Do you know how to cut and paste a block of text?	0	4
3. Do you know how to change margins in a document?	0	3
4. Do you know what the clipboard does?	0	3
5. Do you know how to create a table in a document?	0	4
6. Do you know how to tell your word processor to number the pages of your document?	0	4
7. Do you know how to use a mouse to click, hold and drag over a block of text?	0	5
8. Do you know what templates and wizards are and how to use them?	0	5

Internet	Pre Test	Post test
1. Do you have an email address?	0	5
2. Have you ever used a browser like Internet Explorer or Netscape to visit the World Wide Web?	1	5
3. Can you locate three major search engines?	0	4
4. If you found a website on the web that you liked, do you know how to save that site so you can easily return to it?	0	4
5. Do you know what a computer virus is and how to avoid them?	1	3