KVCC CPT 126 Introduction to Digital Literacy

Assessments

Instructor Name

Kennebec valley community college

Contents

[Exam 1 2](#_Toc461955149)

[Exam 2 5](#_Toc461955150)

# Exam 1

Please note: Instructor is open to alternative methods of learning, please contact the instructor for more information at [insert contact information].

# Chapter 1 Questions

1. The following questions are on the topic of the digital divide:

a. What is the digital divide?

b. How is this affecting the world and our society (Give an example to illustrate your point)?

c. The book mentions that mobile technology is influencing the differences between countries; name another solution that could assist in equalizing the technology resources across the world.

d. How would you suggest implementing this solution?

e. If you were trying to sell me on the idea of this product or service and why I should donate or invest in your solution, explain how you would do this?

2. Chapter 1 introduces the concept of access versus ownership the following questions are on this topic:

a. First off, explain the topic and further illustrate your explanation by providing an example.

b. Then I would like you to think on this further and research options where this premise could be used in the following areas:

* Your personal life
* Your professional life
* Your life as a Student

c. Explore the benefits you can achieve in each of these areas by taking this approach and any downsides to doing so.

d. Overall, what is your opinion on access versus ownership? Do you think it is a good idea that many businesses are going in this direction? Why/Why not?

3. The book describes six areas (listed below) in which being digitally literate benefits a person, describe three of them and relate each to how they influence you as an individual.

a. Areas:

1. Avoiding hackers and viruses
2. Protecting your privacy
3. Understanding the real risks
4. Using the web wisely
5. Avoiding online annoyances
   * + - 1. vi. Being able to maintain, upgrade, and troubleshoot your computer

b. Which of these do you think is the most beneficial? why?

c. Which of these do you think is the least? Why?

d. If I asked you to add anything to the list what would that be and why? Do some quick research to support your addition?

# Chapter 2 Questions

4. Define the four major functions of computers and provide an example of a device for each.

Functions:

* Input
* Output
* Processing
* Storage

b. In the second assignment, you were asked to explore where you think these areas are going in the future. Based on the research which of these do you think is the most important and will change the most? Why? (You do not have to repeat your research here)

c. On a personal level when you are selecting these components for your own use, what procedure or techniques do you follow to evaluate and ultimately make the choice?

d. Once you know how you personally evaluate these options, it becomes easier to do so for others.

1. How could you apply your process to selecting items for others in a business or management setting?
2. How will you separate your needs and desires from that of the employee to ensure they are getting what they require?
3. Does this even matter or is it instead a one size fits all kind of approach?

5. The following questions are on RAM and ROM:

1. What is RAM?
2. What does it do/how does it work?
3. Provide an analogy or story to explain this operation?
4. What is ROM?
5. How does it work?
6. Again use an analogy to explain the operation?
7. How does it vary from RAM?
8. Describe what volatile and nonvolatile mean.

h. RAM/ROM Exploration:

1. Definitions are great but we have to apply this often to achieve further understanding. It is not required however; I would recommend using an examination tool such as Speccy to do this process faster. Go to the : Speccy Software Download Site at www.piriform.com/speccy

1. RAM

1. Explore the amount of RAM you have in your system. You can copy and paste the Speccy or reporting tools report.
2. Does the amount of RAM you have fulfill your current needs? Explain?
3. If you went to upgrade what would your options be? What would you select (find an online retailer and find pricing for your upgrade)?

2. ROM

1. You can use the same tool (cutting and pasting report is again okay) to see your Motherboard details which include your BIOS which relates to ROM
2. What Motherboard do you have?
3. What BIOS and Version are you running?
4. Do some online research and see if you can find more details on this BIOS. Is there an update available?

6. The following questions are on Ergonomics:

1. What is ergonomics?
2. Why should a business be concerned with it?
3. Have you ever encountered an example of a business having issues with ergonomics? This could have happened to you or another worker or something that you heard about. Provide a brief summary of the problem (no names needed). Do you know how the situation resolved?
4. What are some methods than can be used to lessen the risk of ergonomics?
5. Examine your current workstation (this can be at either work or home) and perform an ergonomic evaluation.
6. What is good about your setup?
7. What is bad?
8. How could you fix the problems you indicated?
9. What is your overall rating of your setup?
10. If you were an employee and your setup was not ergonomically designed well how would you, approach your employer to get things fixed and proper? What steps could you take to make this discussion beneficial and to actually achieve your goal and not annoy your employer?
11. From the other side of the scenario how would you act as an employer to ensure that your employees have proper and well-designed stations.
12. When you hire a new person, how would you ensure there are being ergonomically correct?
13. Is ergonomic training important? Why/Why not?
14. If your employee came to you with concerns what would you do?
15. Conduct some research online and select three resources you consider good on the topic of ergonomics? Provide the links and a quick explanation on why you selected each.

*This workforce product was funded by a grant awarded by the U.S. Department of Labor’s Employment and Training Administration. The product was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The U.S. Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership.*

Creative Commons license black and white

*This work by Kennebec Valley Community College is licensed under a* [*Creative Commons Attribution 4.0 International License*](http://creativecommons.org/licenses/by/4.0/)*.*

# Exam 2

Please note: Instructor is open to alternative methods of learning, please contact the instructor for more information at [insert contact information].

Chapter 3

1. The following questions are on the topic of the World Wide Web commonly referred to as WWW.

* What is the World Wide Web and how does it differ from the Internet?
* What was the goals of the original web and why was it created?
* What is the Web 2.0 and what benefits did it bring about?
* Give an example of a Web 2.0 service that you use in some facet of your life.
* What is Web 3.0?
* Where in your opinion is the Web 3.0 (Semantic web) heading in the future?

Chapter 4

2. The following questions are on Software as a Service:

* What is software of a service and give an example of an option?
* How does this new approach to software benefit a business?
* Make a comparison between the fees of your example for a years’ worth of access towards making an outright purchase.
* What is the difference?
* If it was your decision which option would you select? Why?

Chapter 5

3. The following questions are on the boot process:

* Define the steps in the boot process and what occurs during each.
* After you are done explaining the process in a technical manner please develop a story or scenario that illustrates the point in a non-technical way.
* The final part is to do an image search online and select a photo that illustrates each stage of the process. One photo per stage and include a very short one sentence statement as to why you selected that image.

Ethics Section

Pick one of the topics that was discussed in the Ethics in IT section (Listed below) such as privacy and describe your position in a similar way that was done in the point counterpoint section. The goal is to have you think on the topic and decide your stance and then write it in such a way that you are logically spelling things out and explaining what you believe. Once you have done this you will wait and then respond to one of your classmate’s postings. The point is to have you not attack the person's view but to ask questions or play the advocate to get them to think further and completely cement their view on the topic. The final step would be to then reply back to any questions that were posed to you. Again please be thoughtful as to others feelings and views, I want you to question things but not to try to tear apart someone’s beliefs. I look forward to the discussion that takes place.

Topics:

1. Social Justice

2. Intellectual Property

3. Privacy

4. Property Rights

5. Electronic Communication access

6. Computer Abuse

If you do not have the book let me know and I can scan these pages for you.

*This workforce product was funded by a grant awarded by the U.S. Department of Labor’s Employment and Training Administration. The product was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The U.S. Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership.*

Creative Commons license black and white

*This work by Kennebec Valley Community College is licensed under a* [*Creative Commons Attribution 4.0 International License*](http://creativecommons.org/licenses/by/4.0/)*.*