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STANDARDS PASSED

*You answered all questions correctly for the standards below*

- 1 Distinguish between different types of devices (smartphones, tablets, desktop and laptop computers).
- 2 Identify specific computer hardware (e.g. system unit, monitor, printer, keyboard, mouse or touchpad, ports, touchscreen).
- 3 Log on and log off a computer or device.
- 4 Demonstrate knowledge of keys on keyboard (Enter, Shift, Control, Backspace, Delete, Arrow Keys, Tab, Caps Lock, Number Lock)
- 5 Recognize different types of input devices (mouse, touchpad, and touchscreens).
- 6 Identify mouse pointer shapes and the functions they represent (spinning wheel [loading], iBeam [text], arrow [basic clicking], hand pointer [clickable links]).
- 7 Select the appropriate mouse click for a given task (right-click, left-click, and double click).
- 8 Drag and drop.
- 9 Utilize common controls for screen interaction (e.g., selecting checkboxes, using drop-down menus, scrolling).
- 10 Access and control audio output features (e.g., volume, mute, speakers and headphones).
- 11 Identify icons on the desktop.
- 12 Demonstrate ability to delete and retrieve items using the trash or recycle bin.
- 14 Recognize the importance of periodically upgrading a device’s software to fix bugs and improve security.
- 15 Identify mechanisms for storing files (flash drives, hard drives, cloud-based storage)
- 16 Determine whether or not a device is connected to the internet.
- 17

STANDARDS TO IMPROVE

*You answered one or more questions incorrectly for the standards below*

- 13 Demonstrate understanding that it is possible to customize a computer for increased accessibility (e.g. customizing a mouse for left-handed use and sensitivity, and changing screen resolution on a monitor).

Locate a camera on a device and demonstrate knowledge that devices can utilize a microphone and camera for audio recording and communication.

• 18

Turn computer and monitor on and off