



Digital Literacy Curriculum Resource

Module 4 Online Skills



THE UNIVERSITY OF BRITISH COLUMBIA

Learning Exchange



Funded by:
Immigration, Refugees
and Citizenship Canada

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Immigration, Réfugiés
et Citoyenneté Canada

Module #	Topics
1	Mouse and Navigating 
2	Keyboarding 
3	Online Skills-Basic 
4	Online Skills 
5	Email 
6	Mobile Phones 
7	Safety and Security 

Website Address Format

	A Website Address?	
	Yes ✓	No ✗
A. canada.ca		
B. www.google		
C. m.smith@yahoo.ca		
D. https://weather.gc.ca/		
E. youtube@com		
F. Lily7865		
G. issbc.org		
H. eflnet.com		



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E.	youtube@com		✗
F.	Lily7865		✗
G.	issbc.org	✓	
H.	eflnet.com	✓	





Pay bills visual







Wi-Fi



Café





Airport



Public Library



Home computer

Identify Safe Websites



Lock

Identify Safe Websites

1.

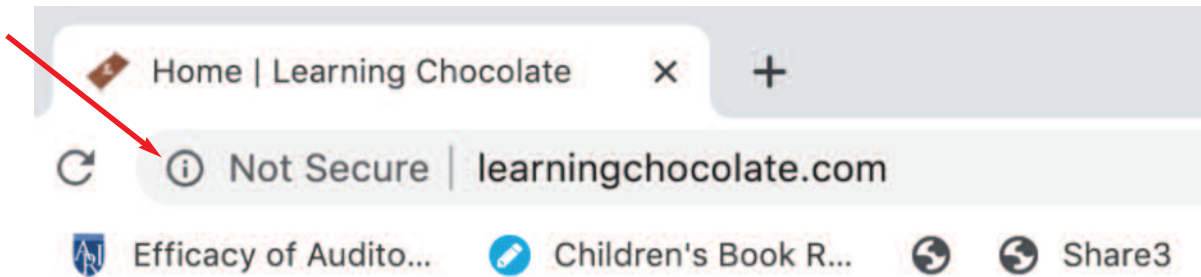


Website name is ok? → Yes

Give your name, address, credit card number?

→ Yes. OK. ✓



2.





 = Use this website = Ok ✓

Do NOT give your full name, address, bank number, credit card number!

Identify Safe Websites

Website	 ✓ or X	 ✓ or X	Give your name, address, credit card number? Yes No
Example: well.ca	✓	X	yes ✓
1 issbc.org			
2 languageguide.org/english/			
3 starfall.com/h/abcs/			
4 learningchocolate.com			
5 typing.com			

Identify Safe Websites

Website	 ✓ or X	 ✓ or X	Give your name, address, credit card number? ✓ or X
Example: well.ca	✓	X	yes ✓
1 issbc.org	✓	X	✓
2 languageguide.org/english/	X	✓	X
3 starfall.com/h/abcs/	✓	X	✓
4 learningchocolate.com	X	✓	X
5 typing.com	✓	X	✓

Cursor Shapes



Arrow



I-beam



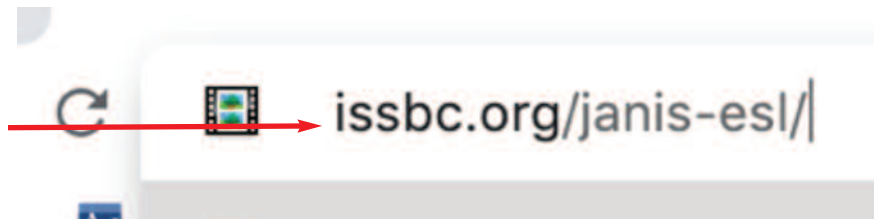
Hand

Navigate a Website - Main Menu

1. Open a browser



2. Type: **issbc.org/janis-esl/**



3. Press **Enter** on the keyboard.



4. The Website Main Menu.
6 Links



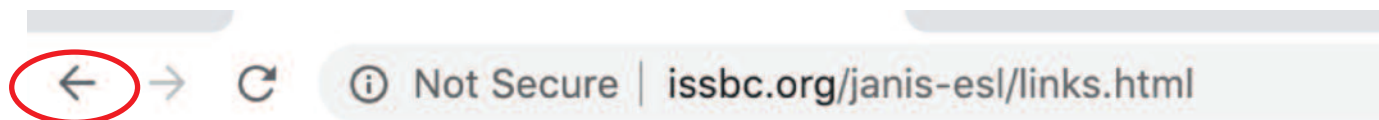
5. Click here



6. You are here.



7. Go back



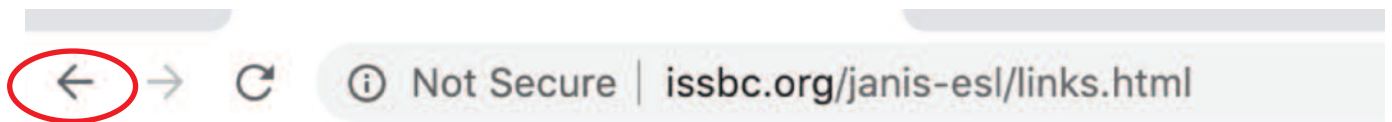
8. Now click here:



9. You are here.



10. Go back.



11. You are here.
Main Menu



Practice again!

Navigate a Website and Links

1. Open a browser



2. Type: **issbc.org/janis-esl/**



3. Press **Enter** on the keyboard.



4. The Website Main Menu.
6 Links



5. Click here



6. You are here.



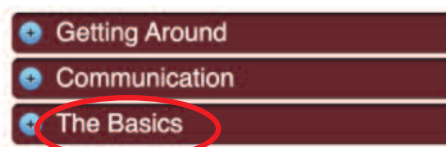
7. Scroll down

Find **The Basics**



8. Click on **The Basics**

Click



Home | ISSoBC Students | ESL Links | News + Events | ISSoBC Teachers | Website written by Janis Fair (janis.fair@issbc.org) Copyright © 2010.

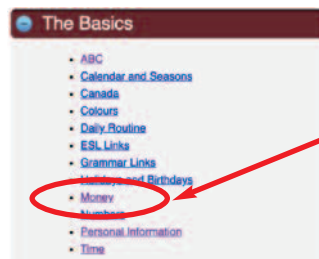
9. A menu opens.

Scroll down



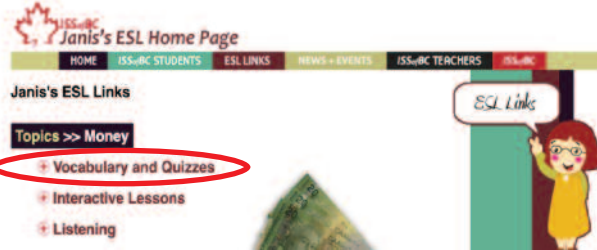
10. Click on **Money**

Click



11. Click on **Vocabulary and Quizzes**

Click



12. Click on **7. Canadian Coins**

Click



13. This opens:



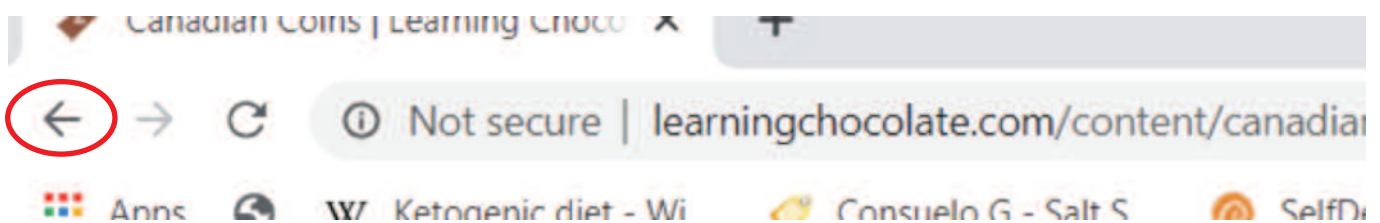
14. Listen. Click on the



Click



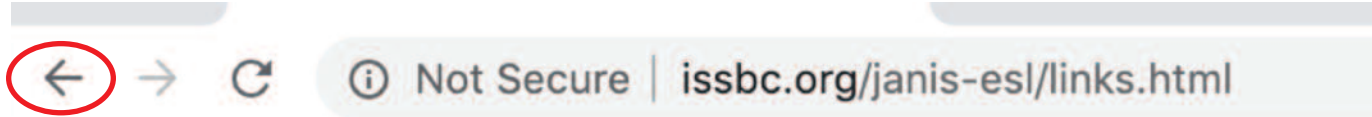
15. Go back. Click here.



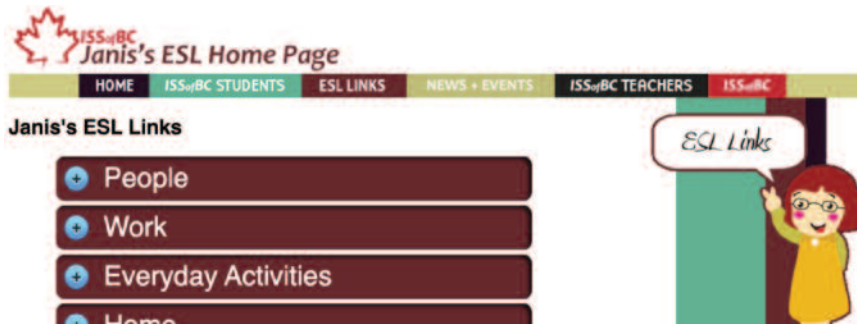
16. You are here.



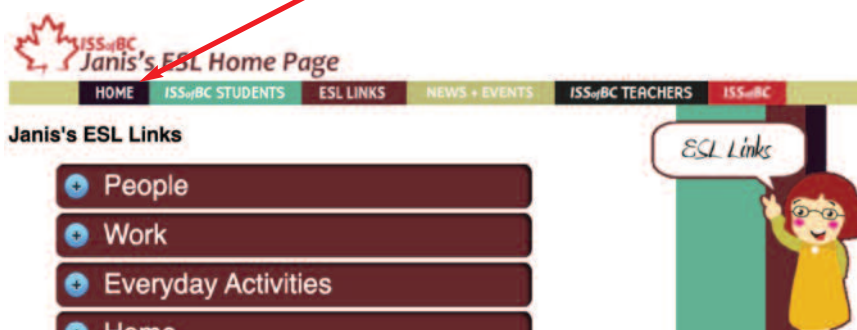
17. Go back. Click here.



18. You are here.



19. Click on HOME.



20. You are here.

The Website Main Menu



END

Navigate a Website

1. Open

2. Type: issbc.org/janis-esl/

3. Press **Enter**



4. Website menu. Six pages:



5. Click on **ESL Links**

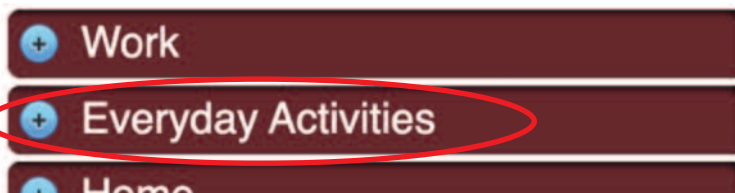


6. This is the ESL Links Menu.

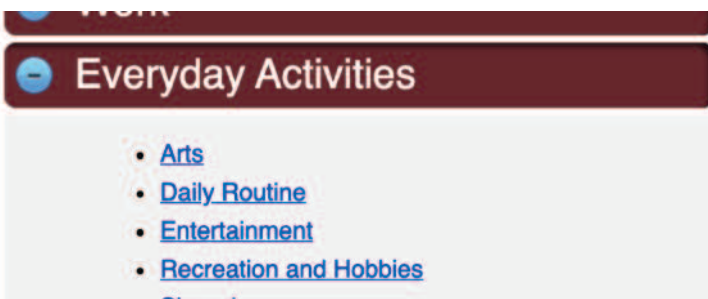
Janis's ESL Links



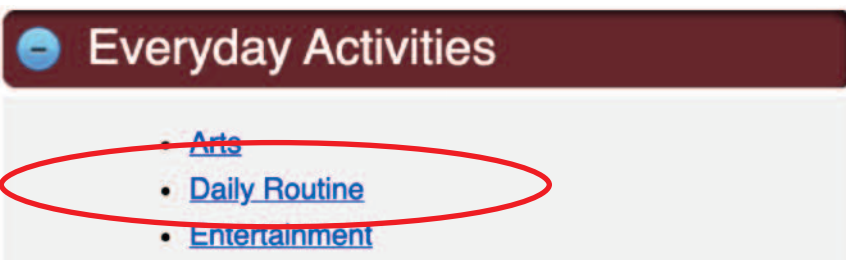
7. Scroll Down. Click on **Everyday Activities**



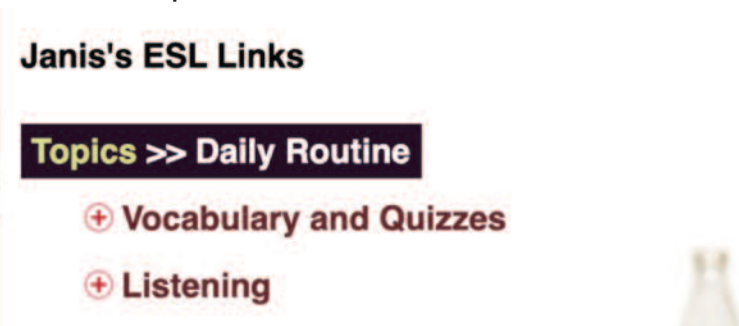
8. A menu opens.



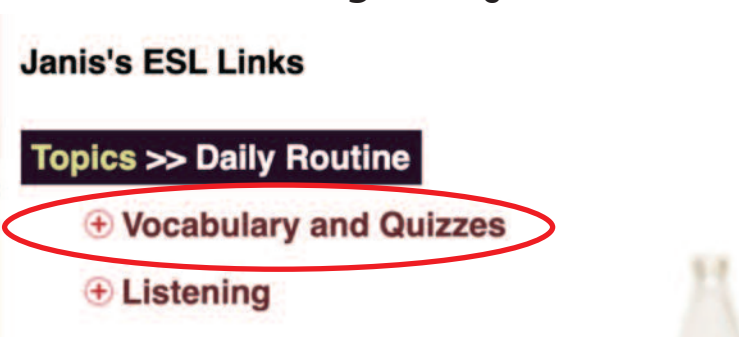
9. Click on **Daily Routine**



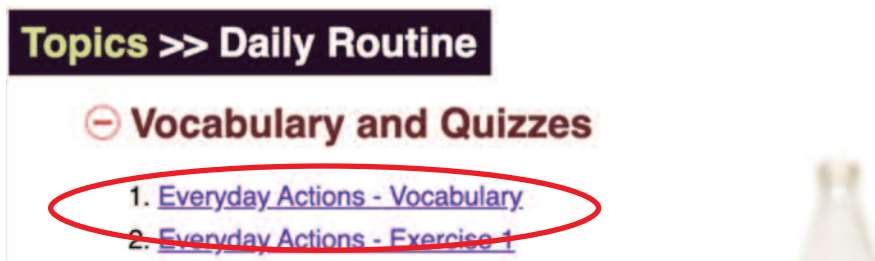
10. A menu opens.



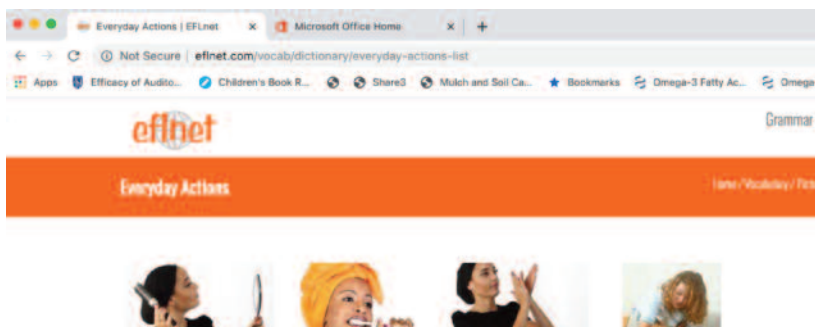
11. Click on **Vocabulary and Quizzes**



12. Click on 1. **Everyday Actions-Vocabulary**



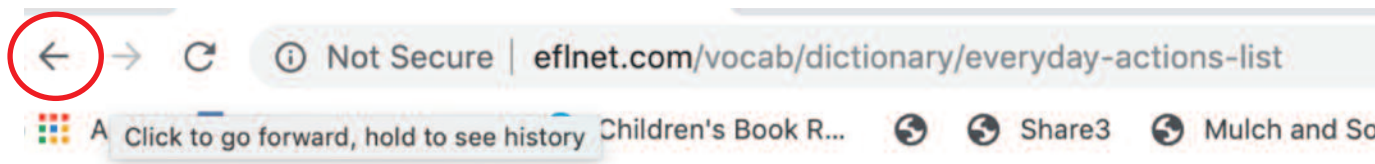
13. A new website opens:



14. Click on the  Listen.



15. Go back. Click here.



16. You are here.

Janis's ESL Links

Topics >> Daily Routine

- + Vocabulary and Quizzes
- + Listening

17. Go back more.

← → ↻ ⓘ Not Secure | issbc.org/janis-esl/subtopicroutine.html

ISSofBC Janis's ESL Home Page

HOME ISSofBC STUDENTS ESL LINKS NEWS + EVENTS

18. Janis's ESL Links Menu

ISSofBC Janis's ESL Home Page

HOME ISSofBC STUDENTS ESL LINKS NEWS + EVENTS ISSofBC TEACHERS ISSofBC

Janis's ESL Links

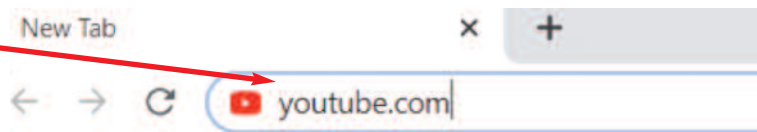
- + People
- + Work
- + Everyday Activities
- + Home

19. Practice!

Search for Information on a Website

1. Open a browser

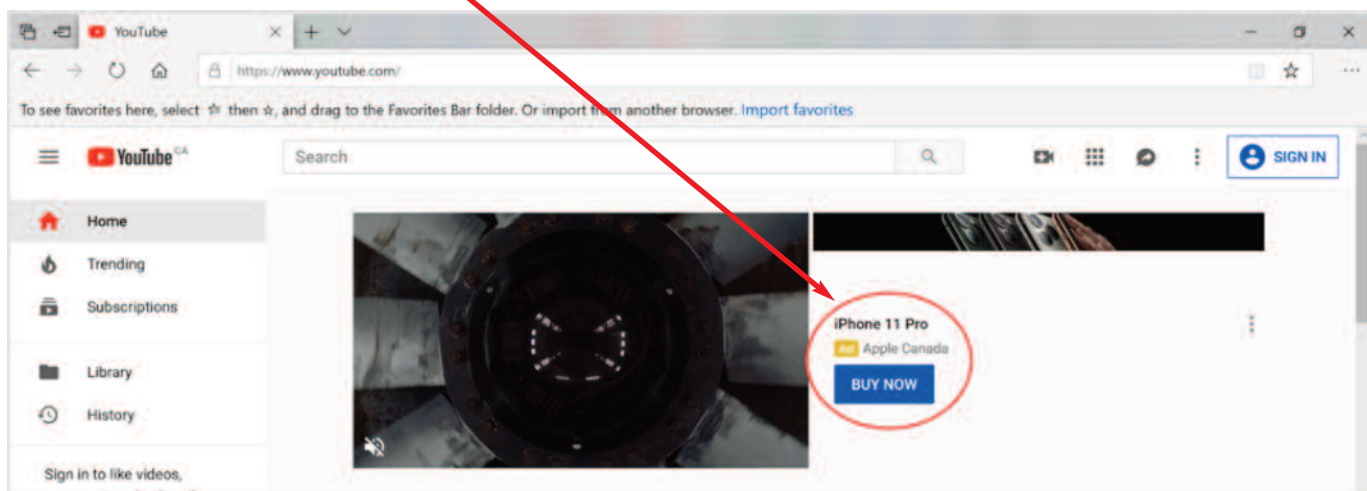
2. Open **YouTube.com**. Type here



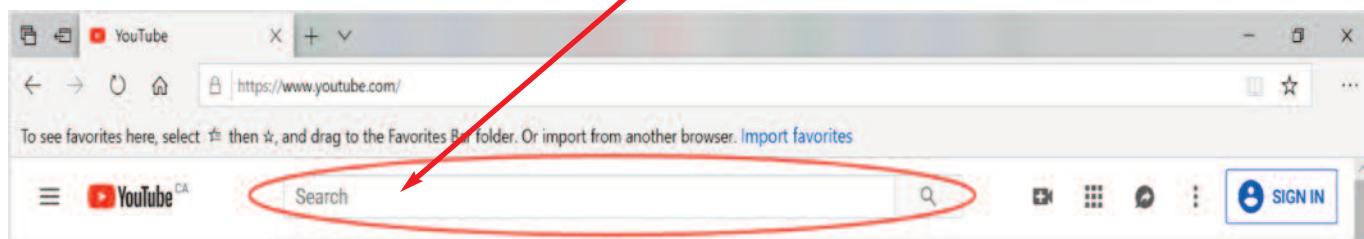
3. Press Enter



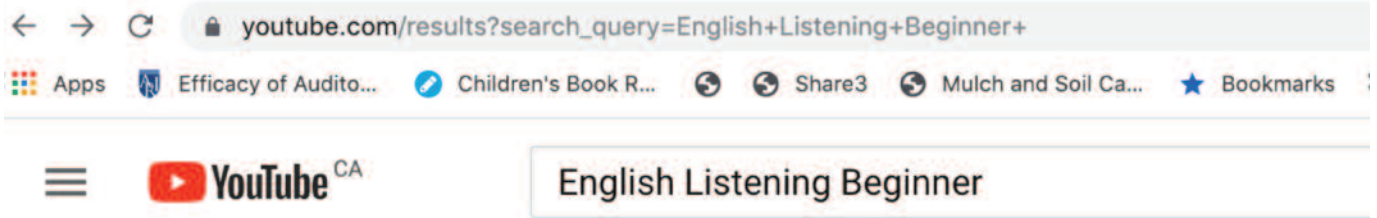
4. **YouTube** home page
Don't click on ads!



5. Look for information. Click in the **Search** bar.



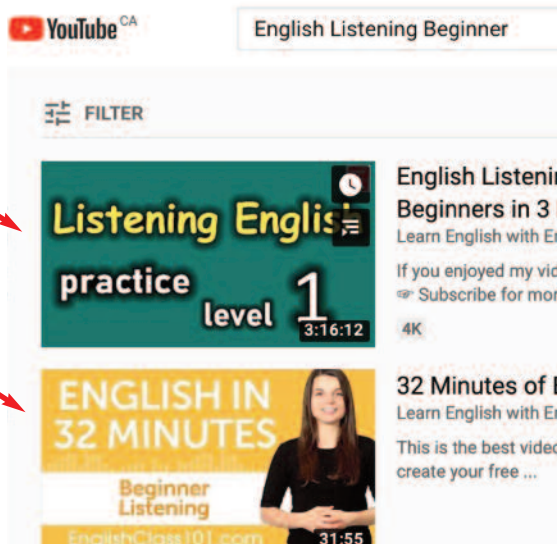
- 6. Type 1-3 words
For example: **English listening beginner**



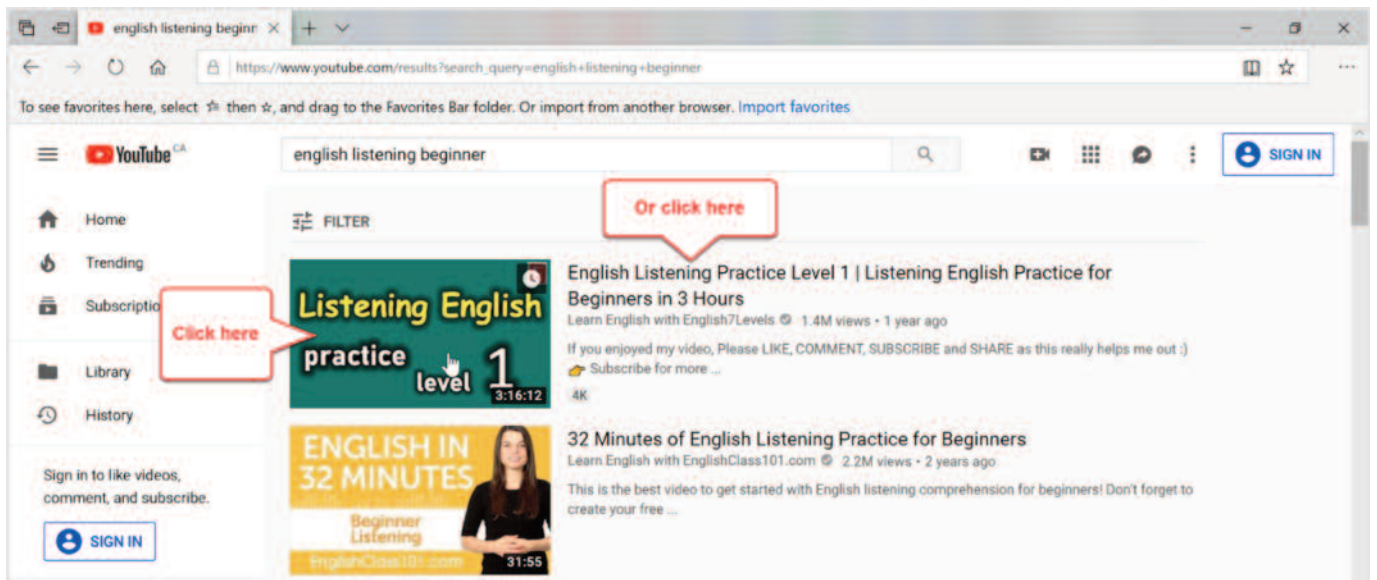
- 7. Press Enter



- 8. See the list of videos.



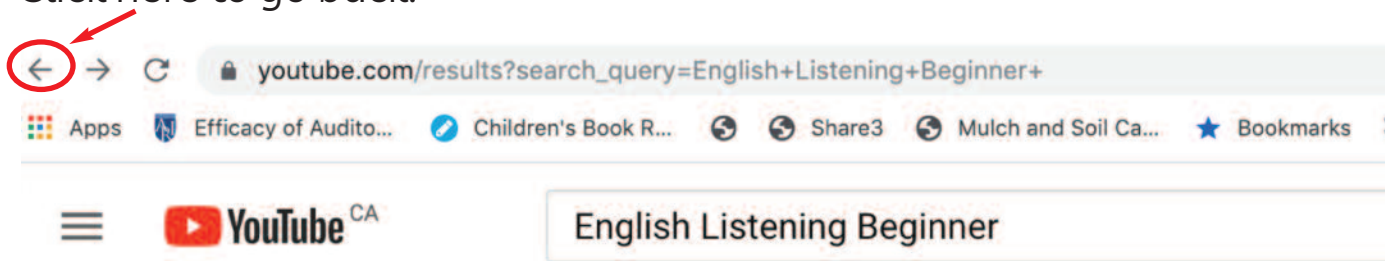
- 9. Click on a picture or video name.



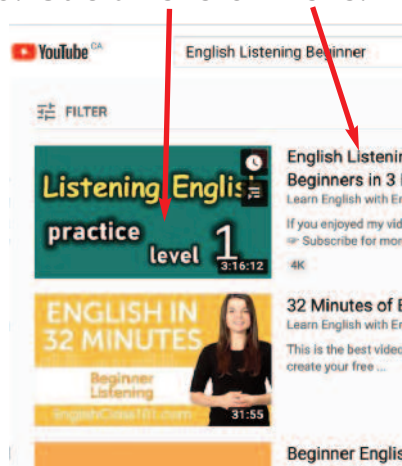
10. The video opens. Watch and listen.



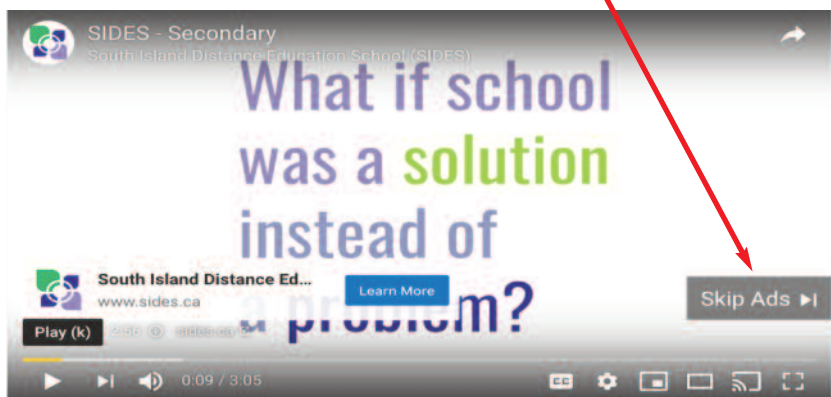
11. Click here to go back.



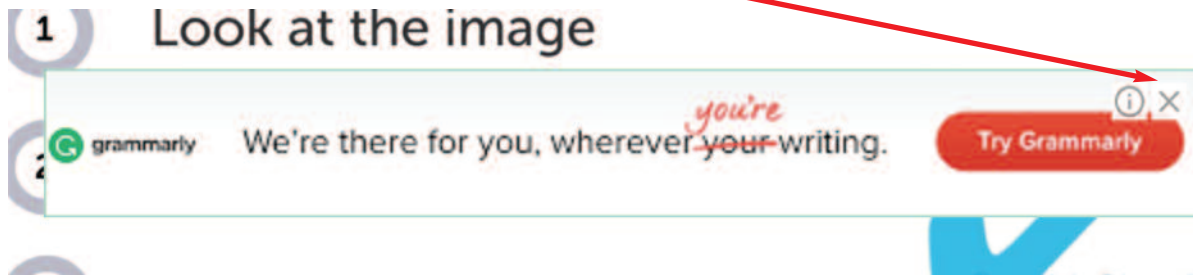
12. Now, Choose a different video. Click here or here.



13. The video opens. Click on **Skip Ads**



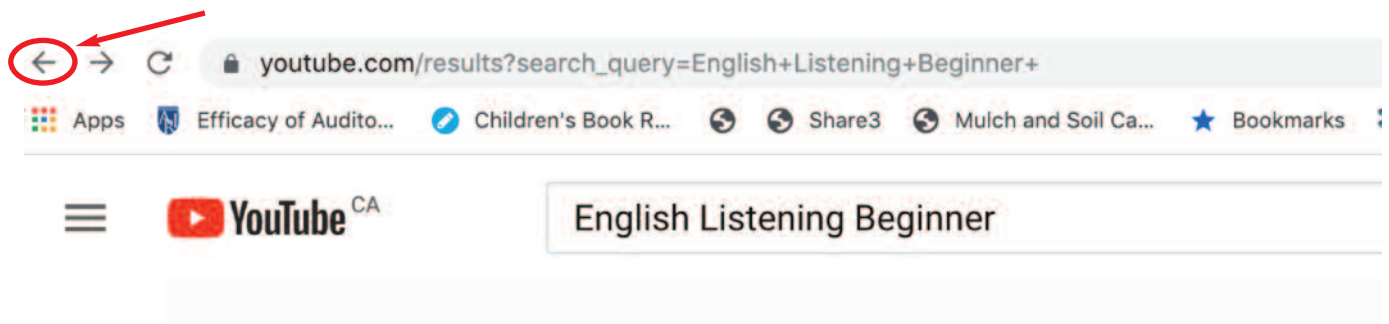
14. Close Ads. Click on the X.



15. Watch and listen.



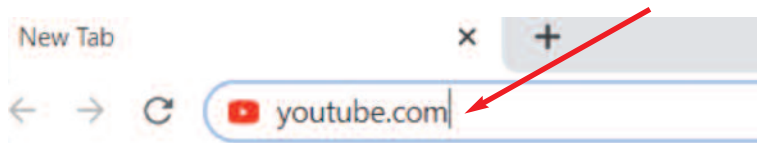
16. Go back. Click here.



Search for Information on a Website

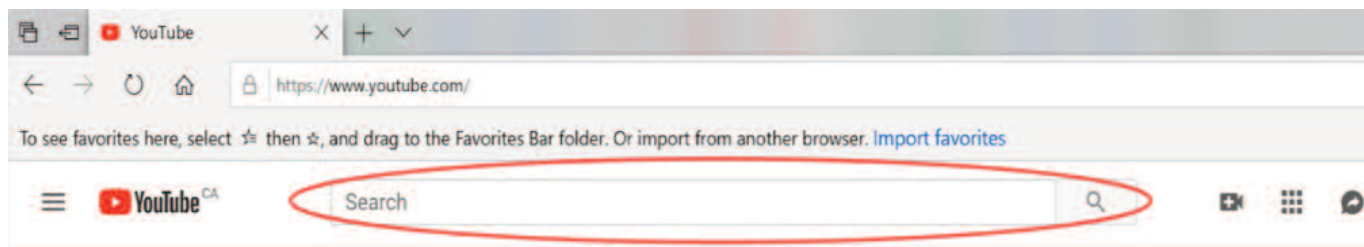
1. Open a browser

2. Open **YouTube.com** Type here

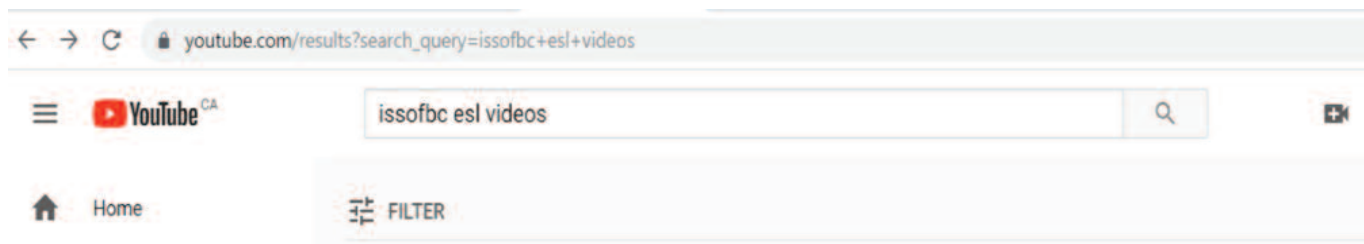


3. Press Enter

4. Click in the **Search** bar.

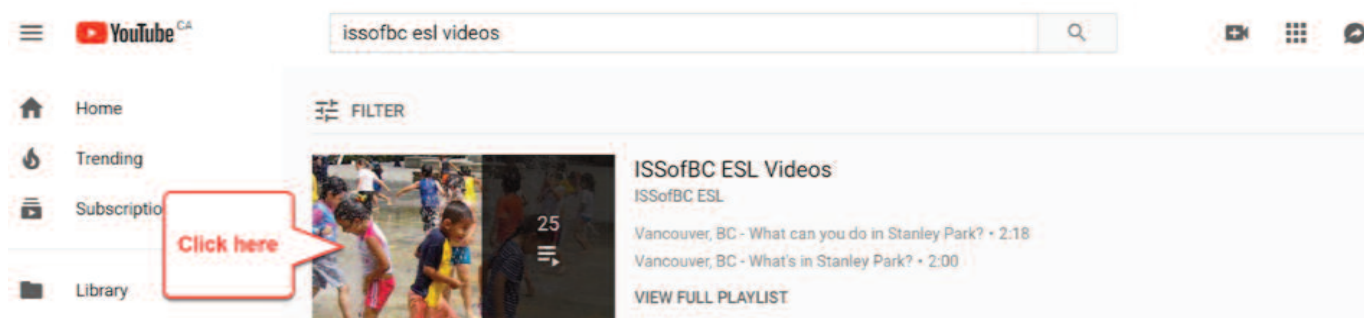


5. Type **ISSofBC ESL Videos**



6. Press Enter

7. Click on the picture.



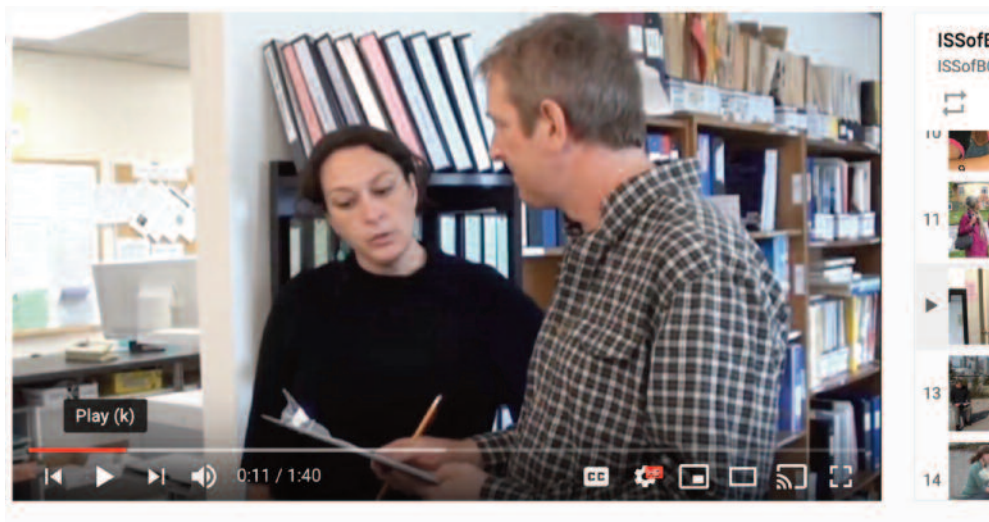
8. Look at the list of videos. Scroll down.



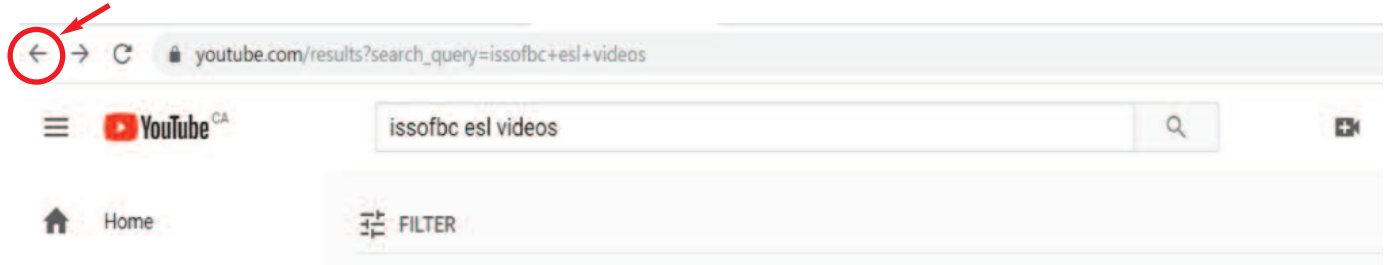
9. Click on **Work: New Worker**



10. Watch.



11. Go back



12. See the list again.



13. Click on a different video.



14. Watch.

Use Online Video Players

1. Open a browser



2. Type: **issbc.org/janis-esl/**



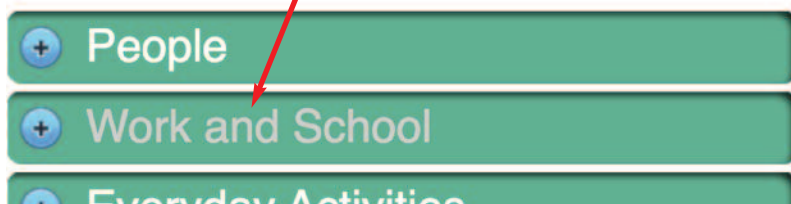
3. Press **Enter** on the keyboard.



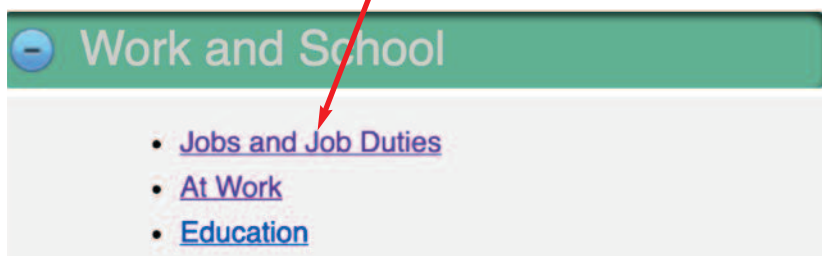
4. Click here



5. Click on **Work and School**



6. Click on **Jobs and Job Duties**



7. Click on **Jobs - Easy**



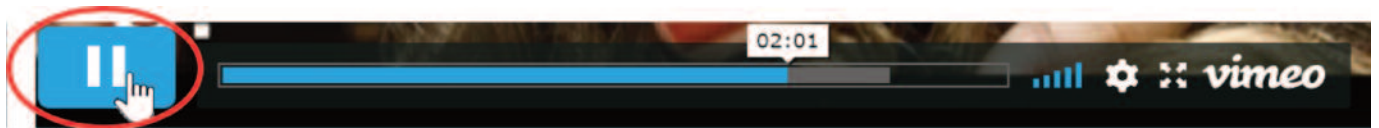
+ Jobs - Easy

+ Job Duties - Easy

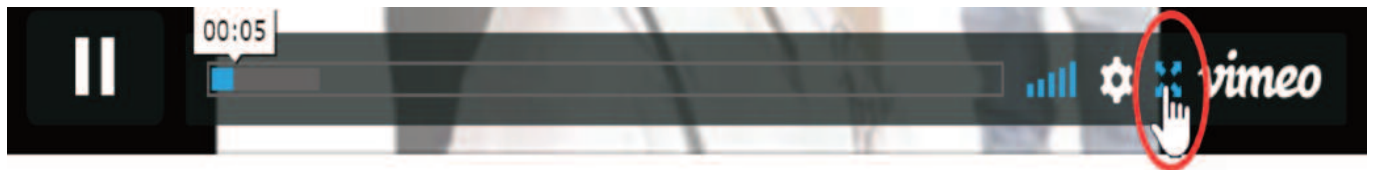
8. Click on Play



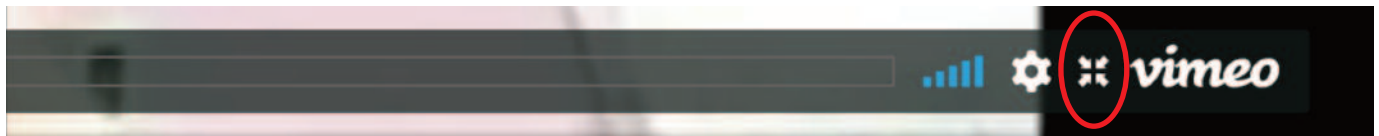
9. Click on Pause



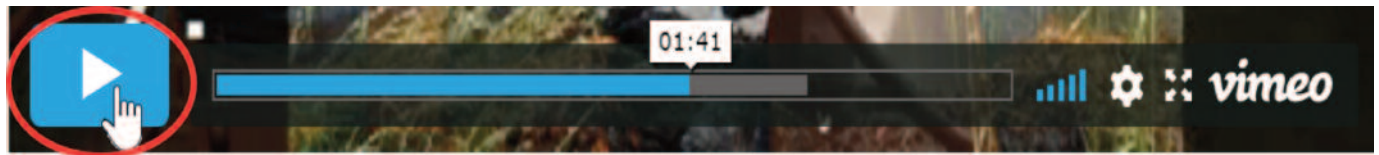
10. Click on Big Screen



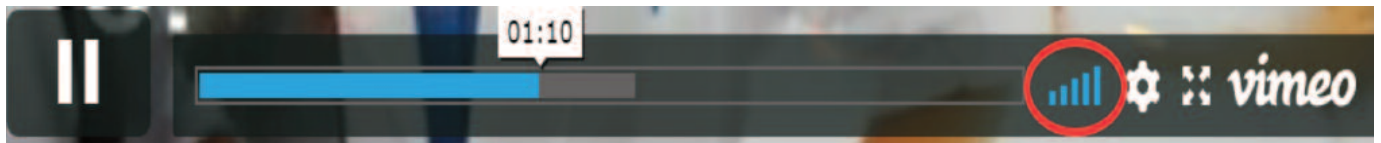
11. Click on Small Screen



12. Click on Play



13. Click on Sound



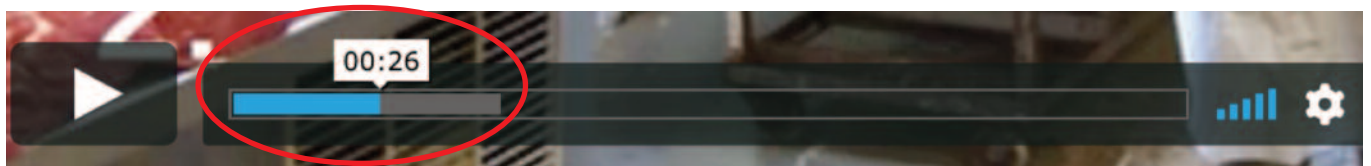
Sound up



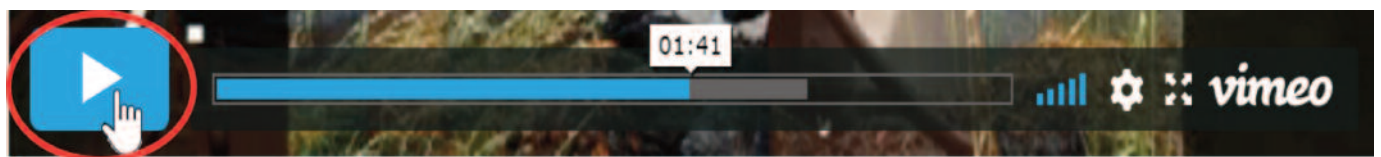
Sound down



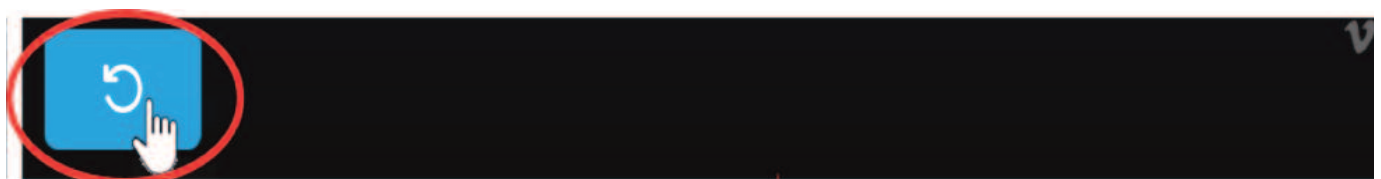
14. Go back.
Click or Click and Drag



15. Play the video.



16. Play again



Use Online Video Players

<p>✂</p> <p>Play</p>	
<p>✂</p> <p>Pause</p>	
<p>✂</p> <p>Big screen</p>	or
<p>✂</p> <p>Small screen</p>	
<p>✂</p> <p>Sound</p>	or
<p>✂</p> <p>Play again</p>	
<p>✂</p> <p>Read</p>	