

**CLB
5.6**

TASKS



Digital Literacy Curriculum Resource

Module 4 Online Skills



THE UNIVERSITY OF BRITISH COLUMBIA

Learning Exchange



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DIGITAL TASK

This task is intended to be used for the students to demonstrate their digital skills.

For a language assessment, please see the PBLA task following the Digital Task Self-Assessment Checklist.

<p>Topic</p>	<p>Online shopping</p>
<p>Digital Literacy Curriculum Module</p>	<p>Module 4: Online Skills</p>
<p>Digital skills required for this task</p>	<p>Ensure that your students have the digital skills necessary for success in this task.</p> <p>Skills from other Modules:</p> <ul style="list-style-type: none"> • Mouse skills: hold the mouse, left click, double-click, scroll, different shapes of the cursor • Navigating: opening/closing a program, cursor placement, highlighting • Keyboarding: basic typing, Enter key • Online skills: locate and open a web browser, enter a web address <p>Skills from Module 4:</p> <ul style="list-style-type: none"> • Navigate websites • Use the website search box
<p>Level(s)</p>	<p>CLB 5/6</p>
<p>Description of learner task</p>	<p>Locate information about used merchandise on a classified advertising website.</p>
<p>Information for the teacher</p>	<p>Task conditions: Each student must have their own computer.</p> <p>Reminder: Teach the skills prior to this assessment.</p> <p>Specific information for this task:</p> <ul style="list-style-type: none"> • Suggestions for websites: craigslist.org, kijiji.ca, ebay.ca, or other classified advertising websites popular in your province <p>Assessing the digital skills: A content-based answer key does not need to be created because the focus is on digital skills. What is important is <u>how students get to</u> the information, not the information itself.</p> <p>Have your students use the Self-Assessment Checklist to check their digital skills. Students can check their task sheet information with each other after the task, if there is time.</p> <p>Language skills: You are not assessing language skills. If the students do not remember vocabulary in the task instructions or the digital skills checklist, explain it to them again.</p>
<p>Instructions for the task</p>	<ul style="list-style-type: none"> • Show the Self-Assessment Checklist to students before doing the task. • Remind the students that the purpose of the task is to check their digital skills. The purpose is <u>not</u> to check their answers on the task sheet nor their language skills.

Name: _____ Date: _____

Teacher: _____

Task:

You are looking for a used bookshelf. Go to the website given by the teacher.

Find two different shelves. Use filters to narrow down your search.

Compare the two products (e.g. price, size, condition, etc.).

Digital Skills Self-Assessment Checklist:

	Yes	With Help
I can find a web browser		
I can open a web browser		
I can enter a web address		
I can search for information on the website:		
I can use filters		

**PBLA
TASK**

The Digital Literacy Curriculum does not include any of the language skills. The language skills need to be taught prior to using this assessment.

<p>Theme and Topic</p>	<p>Commercial Services and Consumerism - Online shopping</p>
<p>Digital Literacy Curriculum Module</p>	<p>Module 4: Online Skills</p>
<p>Digital skills required for this task</p>	<p>Ensure that your students have the digital skills necessary for success in this task.</p> <p>Skills from other Modules:</p> <ul style="list-style-type: none"> • Mouse skills: hold the mouse, left click, double-click, scroll, different shapes of the cursor • Navigating: opening/closing a program, cursor placement, highlighting • Keyboarding: basic typing, Enter key • Online skills: locate and open a web browser, enter a web address <p>Skills from Module 4:</p> <ul style="list-style-type: none"> • Navigate websites • Use the website search box
<p>Level(s)</p>	<p>CLB 5/6</p>
<p>Skill(s) and CLB Competency(ies)</p>	<p>Reading CLB 5/6 - III: Getting Things Done Locate and use 2 pieces of information from moderately complex formatted texts (such as website navigation menus).</p> <p>Writing CLB 5/6 - II: Reproducing Information Copy or record an expanded range of information from short texts for personal use.</p>
<p>Description of learner task</p>	<p>Locate information about used merchandise on 2 websites to find the best deal on an item needed.</p>
<p>Information for the teacher</p>	<p>Conditions for assessment: Each student must have their own computer.</p> <p>Reminder: Teach the language skills prior to this assessment.</p> <p>Specific information for this task:</p> <ul style="list-style-type: none"> • Suggestions for websites: craigslist.org, kijiji.ca, ebay.ca, or other classified advertising websites popular in your province. • Create an answer key specific to your task sheet. If you modify the task sheet, ensure that the comprehension questions are still correctly linked to the assessment criteria in the assessment tool



Name: _____ Date: _____

Teacher: _____

Reading CLB 5/6 - III: Getting Things Done

Locate and use 2 pieces of information from moderately complex formatted texts (such as website navigation menus).

Description of learner task:

Locate information about used merchandise on 2 websites to find the best deal on an item needed.

	Can do	Not yet
* Identifies the purpose (Q1)		
* Identifies layout and organization of text to find the information needed (Q 2)		
* Identifies important details (Q 3)		
* Finds and uses 2 pieces of information (Q 4)		

What to do to improve: _____

* These criteria must be checked “Can do” to be successful at this task.

Success on the task: Yes Not Yet

Reading CLB 5/6 - III: Getting Things Done

Task:

You are looking for a used 6-seat dining table with chairs. Go to the websites given by the teacher and answer the questions about the websites.

Locate and compare two dining tables on the websites and find the best deal.

Open the website given by your teacher.

1. What is the purpose of the websites? _____

2.	Website 1: _____	Website 2: _____
Where is the home page link located?	A. Top left B. Top center C. Top right	A. Top left B. Top center C. Top right
Where is the search box located?	A. Top left B. Top center C. Top right	A. Top left B. Top center C. Top right
Where is the main menu located?		

3. Find the best deal for a 6-seat dining table with chairs on each website. Take notes about the items (e.g. price, condition, etc.)

Website 1: _____ _____ _____ _____	Website 2: _____ _____ _____ _____
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4. Which table would you buy and why? Give some details from your chart.

Name: _____ Date: _____

Teacher: _____

Reading CLB 5/6 - II: Reproducing Information

Copy or record an expanded range of information from short texts for personal use.

Description of learner task:

Take notes about 2 products to decide which one to buy.

	Can do	Not yet
* Includes important points with accurate details		
* Conveys a clear message		
* Records details (such as names, addresses, numbers, dates) legibly, with correct spelling and other standard conventions of capitalization and punctuation		
* Reduces information to a summary – CLB 6 only		

What to do to improve: _____

* These criteria must be checked “Can do” to be successful at this task.

Success on the task: Yes Not Yet

Writing CLB 5/6 - II: Reproducing Information

Task:

You are looking for used 6-seat dining table with chairs.
Go to the website given by the teacher. Find and compare two different tables.
Take notes about the products. Finally, choose the one you would buy.

Table One:

Table Two:

Write a short message to your family member about the table you want to buy.
Use some details from the chart to explain your choice.
