

## Distance Learning Technology Questionnaire

*Part 1: Please Answer the Following Questions.*

1. What is your back-up plan in case your primary computer experiences technical difficulties or your access to it is otherwise blocked? \_\_\_\_\_

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2. Do you have a high-speed DSL or Cable internet connection?  
 Yes                       No
3. Do you have Wi-Fi? If not, where is the nearest Wi-Fi hot spot? \_\_\_\_\_  
 Yes                       No
4. Are you comfortable downloading the latest free versions of Adobe Reader, Real Player, Java, Flash, and any other software required in your courses, as specified by your Instructor, from the internet yourself?  
 Yes                       No
5. Are you comfortable downloading the free Google Docs, Spreadsheet, and Presentation to the computer?  
 Yes                       No
6. Are you comfortable setting either Google Chrome or Mozilla Firefox as your internet browser?  
 Yes                       No
7. Students must have an email address. Do you have an email address?  
 Yes                       No

*Part 2: Are you comfortable performing the following tasks:*

Sending and Receiving E-mail	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Attaching Files to E-mail	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Cutting, Copying, and Pasting in a Document	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Typing at a Moderate Pace	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Opening, Minimizing, and Quitting Software	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Conducting an Internet Search	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Saving a Document	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Creating a basic word processing document	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Creating a basic spreadsheet	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Creating a basic slide presentation	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Browsing Social Media like Facebook, LinkedIn, Twitter, Etc.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

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Student Signature

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\_\_\_\_\_  
Date

\_\_\_\_\_  
School Official Signature

\_\_\_\_\_  
Date