

BASIC COMPUTER LITERACY

Session Guide Title: *Computer Literacy: Today and Tomorrow*

Facilitator: *Desiree M. Siazar*

Position: *Teacher I*

I-Greetings:

Good day everyone. I am Desiree M. Siazar, I will be with you in this last day of our School-Based in Service Training with this Topic "Computer Literacy: Today and Tomorrow."

II-Introduction:

As technology educators, we are constantly amazed at the rapidly evolving knowledge base that our students arrive with. Gone are the days where we are forced to concentrate our efforts on basic computer technology. Over the years, computers have become a household essential, especially among youth. Computer literacy refers to the knowledge and ability to utilize computers and related technology efficiently.

Computer literacy is the level of knowledge and skill regarding effective use of computer and technologies for individuals aims. However, the use purposes of computer could change from person to person. Therefore, there is not an explicit standards regarding the computer literacy level. Computer literacy can also refer to the component level someone has with using computer programs and other application that are associated with computers.

Objectives:

1. Recognize the importance of computer literacy
2. Define the term computer and identify its components
3. Recognize the purpose of a network
4. Recognize the difference between installing and running a program
5. Identifying Software and Hardware Interaction and Types of Software

III- Time Allotment:

- A. Session: 3 hour and 20 minutes
- B. Video: 10 minutes

IV- Materials:

- A. Power point Presentation: Computer Literacy
- B. Cartolina, markers, bond paper & ball pen, laptop and projector

V-Process:

- A. Priming Activity

Activity # 1: "Test Yourself"

1. Give every participant a 3/4 piece of bond paper
2. Answer the question in the power point presentation
3. Check the participants answer.

Activity # 2: "Name It"

1. Divide the participants in three groups.
2. Let the participants identify the part of the computer in the cartolina.



3. Let them present their output.

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