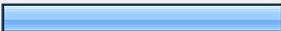
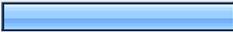
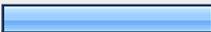


# Clifford School: Self Assessment of ICT Skills

1. Please indicate your teaching level			
		Response Percent	Response Count
Early Years K - 4		21.4%	6
Middle Years 5 - 8		21.4%	6
<b>Senior Years 9 - 12</b>		<b>71.4%</b>	<b>20</b>
Administration		0.0%	0
		<b>answered question</b>	<b>28</b>
		<b>skipped question</b>	<b>0</b>

2. How often do you use Information Communication Technology (ICT) in teaching your courses/class(es)? All uses combined. Select the one that best describes your situation.			
		Response Percent	Response Count
<b>Daily</b>		<b>42.9%</b>	<b>12</b>
Two times per week		35.7%	10
One time per week		3.6%	1
Two times per month		14.3%	4
One time per month		3.6%	1
		<b>answered question</b>	<b>28</b>
		<b>skipped question</b>	<b>0</b>

3. Select the response that best describes your computer operation skills.			
		Response Percent	Response Count
I do not yet use a computer.		0.0%	0
I understand how to use a computer to run specific, pre-loaded software.		10.7%	3
<b>I can set-up my computer and peripheral devices, load software, print, and use some of the operating system tools.</b>		<b>53.6%</b>	<b>15</b>
I make preference settings to customize software applications. I configure specialized peripherals such as a digital camera. I feel confident enough to teach students how to use a computer.		35.7%	10
		<i>answered question</i>	<b>28</b>
		<i>skipped question</i>	<b>0</b>

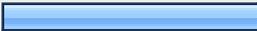
4. Select the response that best describes your skills in file management.			
		Response Percent	Response Count
I do not yet save any files I create using the computer.		0.0%	0
I understand how to save files I've created but I do not know how to choose where they are saved. I do not know how to copy files between disks.		17.9%	5
<b>I have a filing system for organizing my computer files, and can locate files quickly and reliably. I back-up my files on a regular basis</b>		<b>50.0%</b>	<b>14</b>
I have a system for archiving files that I do not need on a regular basis. I can burn files onto a CD-ROM. I have taught my students how to manage their files on my classroom computers and on the school network.		32.1%	9
		<i>answered question</i>	<b>28</b>
		<i>skipped question</i>	<b>0</b>

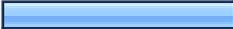
5. Select the response that best describes your skills in word processing.			
		Response Percent	Response Count
I do not yet use a word processor.		0.0%	0
I understand how to use a word processor to create simple documents that I know I will modify and use again, however I generally find it easier to hand write most of my written work.		10.7%	3
<b>I use a word processor for nearly all my written professional work: memos, tests, worksheets, and home communication. I can edit, spell check, and change the format of a document.</b>		64.3%	18
I use advanced features of word processing such as track changes and hyperlinks. I use a word processor not only for my own work, but have taught students to use it for all stages of the writing process.		25.0%	7
		<b><i>answered question</i></b>	<b>28</b>
		<b><i>skipped question</i></b>	<b>0</b>

6. Select the response that best describes your skills using a spreadsheet.			
		Response Percent	Response Count
I do not yet use a spreadsheet.		28.6%	8
I understand how to use a spreadsheet and can navigate within one. I can create a simple spreadsheet that adds a column of numbers.		21.4%	6
<b>I use spreadsheets for several purposes such as keeping track of student grades. These spreadsheets have labels, formulas, and cell references. I can change the format of my spreadsheets by changing column width and text style. I use my spreadsheets to make graphs and charts.</b>		39.3%	11
I create spreadsheets with multiple worksheets and link them together. I create macros to use in my spreadsheets. I use the database functions of my spreadsheet. I use a spreadsheet not only for my work, but have taught students to use spreadsheets to help them improve their own data-keeping and analysis skills.		10.7%	3
		<b><i>answered question</i></b>	<b>28</b>
		<b><i>skipped question</i></b>	<b>0</b>

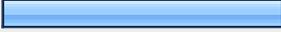
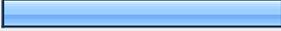
**7. Select the response that best describes your database skills.**

		<b>Response Percent</b>	<b>Response Count</b>
I do not yet use a database.		32.1%	9
<b>I understand how to use a database and can locate information within one that has been pre-made. I can add or delete data in a database. I can sort and print the information in layouts that are useful to me.</b>		<b>50.0%</b>	<b>14</b>
I use databases for several purposes. I can create a database from scratch - defining fields and creating layouts in order to support inquiry. I can use database information to perform queries.		10.7%	3
I use formulas with my databases to create summations of numerical data. I use databases not only for my work, but have taught students to use databases to help them improve their own data-keeping and analysis skills.		7.1%	2
		<b><i>answered question</i></b>	<b>28</b>
		<b><i>skipped question</i></b>	<b>0</b>

8. Select the response that best describes your skills in concept mapping.			
		Response Percent	Response Count
I do not yet use concept mapping software.		39.3%	11
I understand how to use concept mapping software for creating simple concept maps and outlines.		28.6%	8
I use concept mapping software as a note-taking and organizational tool. I customize the symbols, links, and layout of my concept maps. I create concept maps for my students to use.		21.4%	6
I use concept mapping software as a presentation tool, complete with Internet links. I also export my concept maps into multimedia presentations or web pages. I have taught my students how to use concept mapping software.		10.7%	3
		<b><i>answered question</i></b>	<b>28</b>
		<b><i>skipped question</i></b>	<b>0</b>

9. Select the response that best describes your skills with graphics and animation.			
		Response Percent	Response Count
I do not yet use graphics in my electronic work.		21.4%	6
<b>I understand how to use paint and draw software to create simple graphics. I insert both pre-made clipart and simple original graphics into my electronic work.</b>		<b>35.7%</b>	<b>10</b>
I edit graphics using most of the drawing tools, and can group and ungroup objects. I copy and paste graphics from one application for use in another. I create simple animations.		21.4%	6
I create digital animations to help my students visualize changes in a process over time. I use graphics and animation not only for my own demonstrations, but have taught students to use graphics to improve their own communications.		21.4%	6
		<b><i>answered question</i></b>	<b>28</b>
		<b><i>skipped question</i></b>	<b>0</b>

**10. Select the response that best describes your skills in Internet inquiry.**

		<b>Response Percent</b>	<b>Response Count</b>
I do not yet use the Internet.		0.0%	0
I understand how to use a web browser to access and navigate the Internet to find a specific URL. I bookmark my favourite websites.		14.3%	4
<b>I make efficient use of a variety of search engines, as well as lists of Internet resources, to explore educational applications of the Internet. I evaluate the source of information and its URL to assess its authority, accuracy, objectivity, currency, and coverage.</b>		42.9%	12
<b>I make effective use of a variety of search engines to create my own hot-lists of Internet resources for student use. I show my students how to access Internet resources and how to evaluate the source of information and its URL to assess its validity. I insist my students respect copyright and cite their sources.</b>		42.9%	12
		<i>answered question</i>	<b>28</b>
		<i>skipped question</i>	<b>0</b>

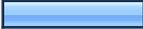
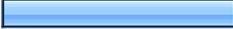
11. Select the response that best describes your skills creating multimedia presentations.			
		Response Percent	Response Count
I do not yet create my own multimedia presentations.		7.1%	2
<b>I understand how to create simple linear multimedia presentations integrating text and graphics.</b>		42.9%	12
I create non-linear multimedia presentations that include features such as action buttons, animations, Internet links, audio, and video.		21.4%	6
I create multimedia presentations, not only for my own classroom presentations, but have taught my students to create their own multimedia presentations.		28.6%	8
		<b><i>answered question</i></b>	<b>28</b>
		<b><i>skipped question</i></b>	<b>0</b>

12. Select the response that best describes your skills using digital imaging and video.			
		Response Percent	Response Count
I do not yet use a digital/video camera.		7.1%	2
I understand how to take photos/video with a digital/video camera. I can connect a digital/video camera to a computer to transfer my own digital images/video files.		21.4%	6
<b>I can alter digital images by cropping, rotating, and resizing. I import my own original digital images into word processed documents, concept maps, multimedia presentations, and/or webpages.</b>		46.4%	13
I integrate my own digital images/video files into my classroom presentations and/or on my classroom website. I have taught my students how to take digital images and use them in their own word processed documents, concept maps, multimedia presentations and/or webpages.		25.0%	7
<b><i>answered question</i></b>			<b>28</b>
<b><i>skipped question</i></b>			<b>0</b>

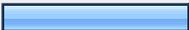
**13. Select the response that best describes your skills using geographical information systems (GIS) and electronic data collection.**

		Response Percent	Response Count
<b>I do not yet use GIS software or electronic data collection devices such as probeware or GPS.</b>		78.6%	22
I understand how to use GIS software to interpret basic data already included with the software. I understand how to use at least one type of electronic data collection device to gather experimental data.		10.7%	3
I interpret and analyze data included with the GIS software, as well as data from external sources such as e-stat. I use several different electronic data collection devices. I connect these devices to my computer to gather and analyze experimental data.		7.1%	2
I use GIS software to interpret and analyze customized data, including imported data from GPS devices. I have taught my students how to use GIS software and GPS devices. I design experiments that use electronic data collection devices to gather and analyze data.		3.6%	1
	<b>answered question</b>		<b>28</b>
	<b>skipped question</b>		<b>0</b>

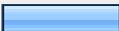
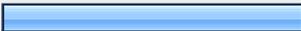
14. Please select the response that best describes your use of educational software.

		Response Percent	Response Count
<p>I do not use educational software, such as drill and practice, simulations, and tutorials as part of my instruction. However, I am aware of some titles that may help my students meet their learning goals.</p> 		39.3%	11
<p>I use some educational software as an instructional supplement, or for children with special needs.</p> 		21.4%	6
<p>I use educational software that has been evaluated as a learning resource to match outcomes in Manitoba Foundation for Implementation documents. I use these resources to provide experiences otherwise unavailable to my students and to address diverse learning styles.</p> 		35.7%	10
<p>I seek out new educational software for evaluation and adoption. I access sources of software reviews and keep current on developments in educational technologies through professional reading and conference attendance. I share my findings with my colleagues.</p> 		3.6%	1
	<b>answered question</b>		<b>28</b>
	<b>skipped question</b>		<b>0</b>

15. Please select the response that best describes your use of ICT to improve student writing.

		Response Percent	Response Count
<p>I do not use any technologies that would allow me to help my students improve their writing skills. However, I ask that the final draft of some student writing assignments be word processed.</p> 		42.9%	12
<p>I encourage my students to use concept mapping to activate their prior knowledge as they write. I expect my students to compose or edit using the computer. I ask that the final draft of most student writing assignments be word processed.</p> 		28.6%	8
<p>I help my students use technology in all phases of the writing process from brainstorming and outlining to writing and editing. This may include concept mapping software, spelling and grammar checkers, electronic dictionary and thesaurus, desktop publishing tools, and the use of hand held devices and portable computers.</p> 		21.4%	6
<p>I store collections of my students' writing electronically. I use technology to help students share their writing with a wide reading audience. I look for specific technology tools to help my students improve their writing skills. I share successful strategies with colleagues through print and electronic publishing and through conference presentations and workshops.</p> 		7.1%	2
	<b>answered question</b>		<b>28</b>
	<b>skipped question</b>		<b>0</b>

16. Select the response that best describes your skills in the instruction of information literacy.

		Response Percent	Response Count
I am not familiar with the term information literacy, and I am not sure why such skills are important.		17.9%	5
<b>As a part of my instructional strategies, I have students engage in resource-based learning projects where information literacy skills are developed. My students use and cite electronic resources in the resource-based learning process.</b>		46.4%	13
I collaborate with a teacher-librarian or with other classroom teachers to teach information literacy skills. I design resource-based learning projects so that students ask essential questions, use higher-level thinking skills, use and cite electronic information sources, use computer productivity software, and are authentically assessed.		32.1%	9
I am actively involved in curriculum implementation teams in my school or division and advocate for and use interdisciplinary units, web quests, and learning experiences that develop information literacy skills and resource-based learning. I share successful units with colleagues through print and electronic publishing and through conference presentations and workshops.		3.6%	1
		<b>answered question</b>	<b>28</b>
		<b>skipped question</b>	<b>0</b>

17. Select the response that best describes your use of differentiated instruction.

		Response Percent	Response Count
I rely on a few effective methods of delivering content to my students. I do not use technology that requires that I change my instructional methodology.		3.6%	1
I have tried learning experiences that have a technology component, however, I primarily use teacher-directed, whole group instruction. I occasionally give my students a choice of assignments.		32.1%	9
<b>I use a variety of instructional delivery methods and student grouping strategies routinely throughout the year. I design learning experiences and approaches that best fit curricular learning outcomes, student learning styles and needs, and the technology available to me. I use small groups working collaboratively in learning centres to take advantage of student-to-equipment ratios of greater than one-to-one.</b>		46.4%	13
I continually try new approaches suggested by research or observation to discover the most effective means of using technology to engage my students and meet curricular outcomes. I work with a team of like-minded teachers either face-to-face or online to create, modify, and improve my practices in instructional delivery.		17.9%	5
		<b>answered question</b>	<b>28</b>
		<b>skipped question</b>	<b>0</b>

**18. Select the response that best describes your use of ICT for professional research and communication.**

		Response Percent	Response Count
I do not use information and communication technologies for professional research or communication.		7.1%	2
<b>I use online tools to find learning experiences, learning resources, and promising practices for my classroom. I correspond electronically with other educators.</b>		75.0%	21
I access specialized databases such as ERIC, CBCA, and EBSCO to research educational topics. I read electronic newsletters and journals.		10.7%	3
I participate in electronic discussion groups or chat rooms related to my area of expertise. I use electronic tools when giving workshops or speaking at conferences. I organize professional learning opportunities for other teachers and feel comfortable teaching colleagues how to use technology to enhance instruction.		7.1%	2
		<b><i>answered question</i></b>	<b>28</b>
		<b><i>skipped question</i></b>	<b>0</b>

**19. Select the response that best describes your thoughts while researching and reflecting on the use of ICT in education.**

		<b>Response Percent</b>	<b>Response Count</b>
I am uncertain whether the use of information and communication technology would make a difference in my students' learning or in classroom climate.		10.7%	3
<b>I gather, and share with colleagues, anecdotal information and observations about how students use technology to learn in my classroom.</b>		<b>50.0%</b>	<b>14</b>
I analyze and self-reflect on how the technology and methodology I use affects my students learning and the climate of my classroom. I use the results of others research on ICT integration to inform my own classroom practice.		35.7%	10
I have designed action research as part of my own professional learning. I report electronically, in person, and in print, the findings of my research, to other professionals.		3.6%	1
		<b><i>answered question</i></b>	<b>28</b>
		<b><i>skipped question</i></b>	<b>0</b>