# Digital Literacy Skills

**This form must be completed by Applicants/Examiners applying to train in online Speaking test delivery.**

|  |  |
| --- | --- |
| **Applicant/Examiner Full Name** |  |

Please rate your digital literacy skills and indicate how you would approach troubleshooting a number of common technical issues.

1. **How would you rate your digital literacy skills? (write YES next to most applicable)**

|  |  |
| --- | --- |
| Advanced |  |
| Intermediate |  |
| Beginner |  |
| Inexperienced – willing to learn |  |

1. **If your internet connection drops out, what steps could you take? Type them out in the order that you would try them.**

|  |
| --- |
| a) |
| b) |
| c) |

1. **If your audio cuts out during a video-call, what steps could you take? Type them out in the order that you would try them.**

|  |
| --- |
| a) |
| b) |
| c) |

1. **List some practical ways of ensuring internet security and access to any confidential materials/sites on your laptop at home.**

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| --- |
| a) |
| b) |
| c) |

1. **Type ‘speed test’ into Google search and run it. Enter the results below. Enter ‘NA’ if you could not do the test and explain why.**

|  |
| --- |
| Upload:  |
| Download:  |
| NA:  |