

Do You Have the Technological Skills to be a Successful E-Student?



Taking a course online is not something that requires that you be a “computer expert”. To help you successfully achieve your E-credit, you will receive support from your teacher as well as technical support, if necessary, from D2L (the site managers). However, there are some basic computer skills that you should possess so that you can navigate the course without issue.

Basic Computer Skills:

- ✓ Word Processing Skills (WORD, WORDPerfect)
- ✓ Open, manipulate, copy and paste, rename, save and upload files
- ✓ Work within two or more windows at a time

Basic E-Mail Skills

- ✓ Open, send, forward and reply to an e-mail
- ✓ Attach a file
- ✓ Open and save an attachment

Basic Web Browser Skills

- ✓ Open a specific URL or access a hyperlink
- ✓ Research information effectively