

## Are you ready for e-Training?

<b>Name</b>		<b>NY#</b>			
<b>Email Address</b>		<b>Telephone</b>			
<b>County of Residence</b>					
<b>COMPUTER EXPERIENCE</b>	<i>Never or Rarely</i>	<i>Daily</i>	<i>Weekly</i>	<i>Monthly</i>	
How frequently do you Surf the Internet					
How frequently Use e-mail					
How frequently Bank/pay bills online					
How frequently Prepare Word documents					
<b>TIME MANAGEMENT</b>	<i>Not At All True</i>	<i>Slightly True</i>	<i>Somewhat or Mostly True</i>	<i>Completely True</i>	
When I take a class of some kind, I always set goals for myself.					
Considering my personal schedule, I have at least 10 - 12 hours each week to work on my e-learning.					
I consider myself a methodical person. I like to plan and schedule activities at least a month in advance.					
<b>SELF-MOTIVATION</b>	<i>Not At All True</i>	<i>Slightly True</i>	<i>Somewhat or Mostly True</i>	<i>Completely True</i>	
I usually do a lot of "extra" studying in connection with my work or other activities.					
I am organized.					
I am systematic.					
<b>LEARNING OBSTACLES</b>			<i>False</i>	<i>True</i>	
I have some experience with the general topic of the e-training class(s) I am considering.					
I am confident in my reading abilities.					
I have ready access to high-speed Internet service. Please Indicate <input type="checkbox"/> Home <input type="checkbox"/> Other					

### What kinds of *courses and/or self-assessments* do you think you'd like to take?

- Business Skills Courses** (*Team Building, Human Resources, Management, Customer Service*) Yes  No
- Desktop Courses** (*Word, Excel, PowerPoint, Outlook, Quicken, Access*) Yes  No
- Courses for IT Professionals** (*Software development C+, Comp TIA A+, Oracle, SQL, Java*) Yes  No
- Healthcare Education Courses** (*Medical Billing and Coding, Patient Education, Healthcare Management, Home Health Services*) Yes  No
- Prove It! Assessments** (*Software, Healthcare, Technical, Financial*) Yes  No

#### Next Steps:

1. Visit <http://publicweb.digitalliteracyassessment.org>
2. Click the "Computer Icon 1" on the bottom of the screen and complete the Basic Computer Assessment
3. Print your assessment results and provide both your assessment results and this questionnaire to a Career Center Representative
4. Customers with a score of 80% or higher will be contacted by a Counselor in order to schedule an appointment to learn more about Metrix. If you did not receive a score of 80% or higher on the assessment, you are encouraged to contact the Attain Computer Lab in our Corning One-Stop Center in order to begin taking free courses; such as, Computers for Beginners. They can be reached at (607) 937-8337.