## **Digital Literacy Skills**



### 2. Internet

Explains the concept of the internet and how to connect to and use its components, accesses the internet using a web browser, navigates the internet through an understanding of webpage layout, and exchanges information online.

#	Competency	Tasks
2.1	Accesses and Navigates the Internet Safely Connects to public and private networks to access and navigate the internet. Uses the various features of a web browser and employs preventative strategies against internet security threats.	□ Level 1: Identifies and explains the purpose of the common navigational features of the web browser that are installed on a personal device, identifies ways to connect to the Internet, and connects a familiar device by following step-by-step directions. (INT 2.1.1) □ Level 2: Uses a familiar web browser to access and navigate the internet. Transfers knowledge of a familiar browser to use an unfamiliar one, connects familiar and unfamiliar devices to the internet, and attempts to troubleshoot connectivity issues, seeking support as needed. (INT 2.1.2) □ Level 3: Accesses and navigates the internet using any available browser, adjusts browser settings to increase security and personalization, connects familiar and unfamiliar devices to the internet, and successfully troubleshoots connectivity issues. (INT 2.1.3)
2.2	Recognizes and Uses Website Type and Organization Uses knowledge of internet and website organization to recognize the type, purpose, layout, and access level of different sites and pages. Uses this information to select sites and information relevant to goals.	□ Level 1: Recognizes and identifies the type, purpose, and access level of some websites. Follows step-by-step directions to select a site relevant to personal goals. (INT 2.2.1) □ Level 2: Understands the type, purpose, and access level of a variety of websites and selects websites that will help to accomplish personal goals. (INT 2.2.2) □ Level 3: Recognizes the type, purpose, and access level of any website and selects websites that help to achieve goals. (INT 2.2.3)
2.3	Creates and Manages Usernames and Passwords Creates login credentials and manages passwords securely.	<ul> <li>□ Level 1: Follows step-by-step directions to enter log-in credentials for websites. (INT 2.3.1)</li> <li>□ Level 2: Creates a username and password to enter a closed-access site. (INT 2.3.2)</li> <li>□ Level 3: Creates, manages, and resets usernames and passwords. (INT 2.3.3)</li> </ul>

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#	Competency	Tasks
2.4	Manages and Shares Files Manages files on a personal device and transfers files from one device to another, recognizing situations in which it may not be safe to do so.	<ul> <li>□ Level 1: Follows step-by-step directions to manage files on a personal device and uploads and downloads files from one device to another. (INT 2.4.1)</li> <li>□ Level 2: Manages the files on a personal device with increasing independence, transfers files from one device to another, and explains when a file is or is not safe to transfer. (INT 2.4.2)</li> <li>□ Level 3: Manage files on unfamiliar devices, uses an efficient means to transfer files between devices, and quickly identifies potentially unsafe files. (INT 2.4.3)</li> </ul>
2.5	Practices Healthy Screen Time Habits Practices healthy screen-time habits.	<ul> <li>□ Level 1: Describes personal concept of healthy screen-time habits. (INT 2.5.1)</li> <li>□ Level 2: Sets personal screen-time goals. (INT 2.5.2)</li> <li>□ Level 3: Monitors how effectively they are meeting personal screen-time goals and adjusts habits when necessary. (INT 2.5.3)</li> </ul>

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