# Tool 9.1: Computer Skills Assessment

## D. Computer skills

1. Please tell us how confident you feel about performing each of the following computer and Internet tasks.
(Computer self-efficacy items originally from Murphy, 1989, as used in UCLA Hospital IT User Satisfaction Survey; Internet items originally based on Duvel, 2003, as used in Masspro DOQ-IT instrument.)

Table : Computer Skills Assessment Survey

|  | Not at all confident *... …* Very confident |
| --- | --- |
|  | 1 | 2 | 3 | 4 | 5 |
| 1. Make selections from an on-screen menu
 | **O** | **O** | **O** | **O** | **O** |
| 1. Use the computer to write a letter or essay
 | **O** | **O** | **O** | **O** | **O** |
| 1. Escape or exit from a program or software
 | **O** | **O** | **O** | **O** | **O** |
| 1. Copy an individual file
 | **O** | **O** | **O** | **O** | **O** |
| 1. Use a web browser like Firefox or Internet Explorer
 | **O** | **O** | **O** | **O** | **O** |
| 1. Recognize a URL (e.g., web address)
 | **O** | **O** | **O** | **O** | **O** |
| 1. Use **Back** and **Forward** buttons to move through webpages
 | **O** | **O** | **O** | **O** | **O** |
| 1. Create a bookmark or save a favorite website
 | **O** | **O** | **O** | **O** | **O** |
| 1. Locate and click on links in a webpage
 | **O** | **O** | **O** | **O** | **O** |
| 1. Use a search engine to locate information on the Internet
 | **O** | **O** | **O** | **O** | **O** |
| 1. Download and save a file
 | **O** | **O** | **O** | **O** | **O** |
| 1. Save an image to a file
 | **O** | **O** | **O** | **O** | **O** |
| 1. Print a webpage
 | **O** | **O** | **O** | **O** | **O** |