

# Closing the Digital Literacy Gap with Northstar Assessments and Curricula

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Literacy Minnesota



**NORTHSTAR**  
**DIGITAL LITERACY**

A program of Literacy Minnesota

# Agenda



- Literacy Minnesota overview
- Northstar History and Philosophy
- Features
  - **Assessments**
  - **Instructor led Curricula**
  - **Self directed online learning**
  - **Learner Management System**
  - **Reports**

# Literacy Minnesota



**NORTHSTAR**

- A non-profit leader and a driving force behind the latest developments in literacy learning.
- Extensive direct service experience providing English Language Learning, Citizenship, High School Equivalency and Digital Literacy
- Provide statewide training to volunteers and teachers working with Adult literacy
- Nationally recognized for educational resources, advocacy and digital literacy
- <https://www.literacymn.org/educator-resources>

# Northstar Digital Literacy



- Mission: To help individuals around the world master the digital skills needed to work, learn, and participate fully in daily life
- Assessments and educational tools for basic computer skills
- Used by 2834 sites in 50 states, 7 countries
- Over 6.7 million total assessments given
- Available fully in English, 1/3 of assessments and practice lessons in Spanish
- Fully compatible with Desktops, Laptops, and Chromebooks

# Northstar History and Philosophy



- Started at request of local library
- Standards based
- Accessible
- Web based
- National reach
- Subscription fees pay for maintenance

# Features

- Assessments
- Instructor-led Curricula
- Self Directed Online Learning
- Reports



# Assessments



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## **Essential Computer Skills**

Basic Computer

Internet basics

Using Email

Windows 10

Mac OS

## **Essential Software**

Microsoft Word

Excel

PowerPoint

Google Docs

## **Using Technology in Daily Life**

Social Media

Information Literacy

Career Search Skills

Accessing Telehealth Appointments

Your Digital Footprint

Supporting K-12 Distance Learning

\*Those listed in red are also available in Spanish

# Results Page



## > Your Results

You've completed the assessment! After reviewing your results, close this browser tab/window to start another module.

You Passed!

85.8%

How is my score calculated?

[Go to NSOL](#) [Claim Badge](#) [Print Results](#)

Name: Theresa Sladek  
Timestamp: Aug 18 2020, 4:43 PM  
Record ID: 7632709  
Code: 7d26f5822d33

Correct (29 out of 34)

MASTERED SKILLS

✓ **1** Identify the different ways a person can connect to the internet.

[Practice](#)

**2** Demonstrate knowledge of

[Practice](#)

Incorrect (5 out of 34)

SKILLS TO IMPROVE

✗ **5** Demonstrate understanding of how to use browser tools and settings to protect privacy (e.g., private browser windows, clearing search history, and declining to save passwords on shared computers).

[Practice](#)

# Assess Skills



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> 16. Luis needs a Spanish interpreter. Request a Spanish interpreter for this appointment.

The screenshot shows a mobile application interface for scheduling a virtual visit. At the top, there are four navigation icons: a calendar for 'Visits', a speech bubble for 'Messages', a test tube for 'Test Results', and a pill bottle for 'Medications'. Below these icons, a text prompt reads: 'Click the **Schedule** button if everything looks correct.' The main content area features a light blue card for a 'Virtual Visit with Eve Loggins, MD'. The card includes a profile picture of a woman, the date and time 'Monday, March 14 11:00 AM', and a camera icon labeled 'Video Visit'. Below the card, there is a section titled 'Language help' with a checkbox labeled 'I need an interpreter for my appointment'. At the bottom of the card area is a blue 'Schedule' button. The entire interface is displayed on a smartphone screen within a larger window.

# Assess Skills



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**NORTHSTAR** + Accessing Telehealth Appointments PUBLIC VERSION ?

> 4. The doctor cannot hear Luis! Click the button to fix the problem.

Unmute Stop video Chat Participants

4/21 I DON'T KNOW

# Badges and Certificates



- Passing score = 85%
- Unproctored and pass
  - Digital badge (unproctored)
- Proctored and pass
  - Digital badge (proctored)
  - Certificate – printed or emailed as pdf

# The power of certificates

- Prove knowledge to employers
- Confidence Building
- Persistence and Goal Setting
- Pathway to future study



# Certificates



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# Assessment Uses



- Assess instructional needs and provide relevant instruction
- Prepare staff
- Upskill employees
- Remote proctoring available

# Curricula

## **Essential Computer Skills**

- Basic Computer
- Internet basics
- Using Email
- Windows 10
- Mac OS

## **Essential Software**

- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint
- Google Docs

## **Using Technology in Daily Life**

- Social Media
- Information Literacy
- Career Search Skills
- Accessing Telehealth Appointments
- Your Digital Footprint
- Supporting K-12 Distance Learning



# Curriculum Features



- Aligned with [NS Standards](#)
- Easy to Use
- Learner-centered and interactive
- Independent lessons allow for flexibility of sequence

# Curriculum Logistics



- 8 lesson plans per unit topic on average
- Each lesson plan is estimated to take 2 hours to complete
- Lessons may be adapted for one-on-one instruction
- Instructional guide on how to teach remotely

# Each lesson includes



- Warm-up
- We will learn..... (opportunity to share student friendly objectives/purpose)
- Model and Explain
- Do It Together
- Pair Explore
- Task
- Wrap-Up
- Vocabulary Work

# Internet Basics Lesson 7: Internet Privacy



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<b>Northstar Digital Literacy Standards</b> <i>This lesson aligns with the following standard/s.</i>	<b>Vocabulary</b> <i>This lesson focuses on the following digital literacy terms.</i>
<p>5. Demonstrate understanding of how to use browser tools and settings to protect privacy (e.g., private browser windows, clearing search history, and declining to save passwords on shared computers).</p> <p>6. Demonstrate understanding of when it's safe and appropriate to share personal, private, or financial information (e.g., recognizing phishing attempts, identifying unsecured websites).</p>	<p>history</p> <p>private (incognito) window</p> <p>secure/not secure</p> <p>tracking</p>

<b>Technology Concepts</b> <i>Important lesson background and teaching tips for instructors</i>
<p>In this lesson, learners will practice different ways of protecting their privacy while using the internet. They will learn about browsing <b>history</b> and how to open a <b>private window</b> that will not track history. Learners will also recognize the difference between <b>secure</b> vs. <b>not secure</b> websites.</p> <p><b>Teaching Tips:</b></p> <ul style="list-style-type: none"> <li>Internet browsers use different terms for windows that do not track history. For example, Firefox calls it a 'private window,' while Google Chrome calls it an 'incognito window'. Be familiar with how to open these windows.</li> </ul>

<b>Teacher Prep Guide</b> <i>Follow these steps to prepare for teaching this lesson</i>	
General Prep	<ul style="list-style-type: none"> <li><input type="checkbox"/> Confirm how to open the history on your browser.</li> <li><input type="checkbox"/> Confirm answers for <a href="#">Handout C</a>.</li> <li><input type="checkbox"/> Prepare to project <a href="#">Reference A</a> and <a href="#">Reference B</a> for Model &amp; Explain 2.</li> <li><input type="checkbox"/> Prepare to project <a href="#">Reference C</a> for Pair Explore.</li> </ul>
Do It Together 1	<input type="checkbox"/> Copy <a href="#">Handout A</a> for each learner.
Do It Together 2	<input type="checkbox"/> Copy <a href="#">Handout B</a> for each learner.
Task	<input type="checkbox"/> Copy <a href="#">Handout C</a> for each learner (half sheet).
Vocabulary Work	<input type="checkbox"/> Copy <a href="#">Handout D</a> for each learner (half sheet).



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## Warm Up

*Find out what learners know and prime them for the work ahead.*

### Pair/Small Group Work (Think-Pair-Share):

→ *Directions: Give two minutes to think about questions projected on screen, then discuss in pairs for two minutes, and finally share together as a class.*

- ◆ What kinds of financial and personal information do you have to keep safe?
- ◆ What can you do to keep your personal information safe?

## We will Learn...

*Sharing learner friendly objectives helps set goals for today's learning.*

List objectives on board or project. Read through them together to set goals for today's learning.

### We will learn to:

erase your internet viewing **history** so other people cannot see the websites you have visited.

open a special **private window** to view websites with more **internet privacy**.

recognize when websites are safe to share **private** information with.

## MODEL & EXPLAIN 1

*Teacher models and explains (thinks aloud) to complete a digital literacy task while learners observe. To help learners focus on the demonstration, they should not work on their own computers at this time.*

### Internet History

- Say to learners:
  - ◆ “When you use the internet, your computer remembers, or **tracks**, every website you go to. This is called the **history**.”
- Show learners:
  - ◆ Project your screen and open an internet browser. Go to two or three well-known websites.
  - ◆ Open the **history** on the browser and show learners the **history**.
- Say to learners:
  - ◆ “Sometimes, you may want to keep your internet searches **private**. You don’t want other people to see the websites you have used. If you want, you can delete your **history**. This way other people cannot see it.”
- Show learners how to delete the **history**.
- Say to learners:



Handout A

Private Windows

*Directions: Read each situation. Give advice. Should they use a private window? Why?*

1) Sam is using his home computer. He wants to buy a television for his wife for her birthday. He wants it to be a surprise.

*Do you think Sam should use a private window? Why? \_\_\_\_\_*

2) Deqa is at home. She wants to go to a shopping website to buy a new lamp.

*Do you think Deqa should use a private window? Why? \_\_\_\_\_*

3) Clara is at the library. Her child has a small rash and a low fever. She wants to search for information about these symptoms on the internet.

*Do you think Clara should use a private window? Why? \_\_\_\_\_*

4) Mai is at home. She is looking for a new job using her work laptop computer.

*Do you think Mai should use a private window? \_\_\_\_\_*

5) Tim is at the library. He is reading the news.

*Do you think Tim should use a private window? \_\_\_\_\_*



# What is Northstar Online Learning?



- Self Directed Online Practice Lessons
- Learner Dashboard
- Individual Report Cards
- Bulk Creation of Learner Accounts
- Time on Task Tracking

# Northstar Online Learning Modules

## Essential Computer Skills

- Basic Computer
- Internet basics
- Using Email
- Windows 10
- Mac OS

## Essential Software

- Microsoft Word
- Excel
- PowerPoint
- Google Docs

## Using Technology in Daily Life

- Social Media
- Career Search Skills

## Next Up

- Information Literacy
- Your Digital Footprint

\*Those listed in red are also available in Spanish

# Self Directed Online Learning



- Text read out loud slowly and clearly
- Includes instructional and hands on learning
- Learner quizzed throughout module
- Final quiz at end indicates learner is ready for assessment

# Northstar Online Learning Question



## NORTHSTAR

 NORTHSTAR ONLINE LEARNING

 Basic Computer Skills > WHAT IS ON A COMPUTER?

Theres

If you look closely at the outside of a computer, you will see buttons and many small holes. These holes are usually called **ports**. Each port has a specific shape for different uses and different types of plugs.



NEXT 

CC

# Northstar Online Learning Activity



 **NORTHSTAR** ONLINE LEARNING

 **Basic Computer Skills** > WHAT IS ON A COMPUTER?

THE **R**



Here is a flash drive that you can plug into a computer. Click on the port that matches it.



NEXT 

# Northstar Online Learning Correct Answer



**NORTHSTAR**

**N** NORTHSTAR ONLINE LEARNING

Basic Computer Skills > WHAT IS ON A COMPUTER?

Theres



Here is a flash drive that you can plug into a computer. Click on the port that matches it.



Right! This is called a USB port.  
Many different kinds of devices fit this port.  
Storage drives are common USB devices.  
Click **Next** to continue.



NEXT ▶



# Student Dashboard



- Tracks scores on all assessments taken
- Shows progress on self-directed online learning modules
- Gives access to self-directed online learning modules
- Indicates areas of studies mastered and needing instruction

# Learner Dashboard




[Need help getting started?](#)

Sort by my recent activity

## ESSENTIAL COMPUTER SKILLS

### Basic Computer Skills




**PROGRESS**

- Assessment Mastery (0%)
- NSOL Practice Completion (36%)

[Take Assessment](#) [Lessons](#)

### Internet




**PROGRESS**

- Assessment Mastery (85.8%)
- NSOL Practice Completion (50%)

[Take Assessment](#) [Lessons](#)

### Email



**PROGRESS**

- Assessment Mastery (97.4%)
- NSOL Practice Completion (56%)

[Take Assessment](#) [Lessons](#)

### Windows

[Complete this assessment](#) and begin the practice lessons to see your

### Mac OS

[Complete this assessment](#) to see your progress here. **Lessons are not**



# Student Dashboard - details



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Internet

**PROGRESS**

- Assessment Mastery (85.8%)
- Practice Mastery (13%)

[Start Practice](#)

You have completed 13% of the practice lessons for Internet Basics. Your best score for this assessment is 85.8%. You have earned the proctored badge and are eligible for a printed certificate.

**Practice** | Standards | Assessment History

✓	✗	Demonstrate understanding of how to use browser tools and settings to protect privacy (e.g., private browser windows, clearing search history, and declining to save passwords on shared computers).	Practice Complete ✓
✓	✗	Demonstrate understanding of when it's safe and appropriate to share personal, private, or financial information (e.g., recognizing phishing attempts, identifying unsecured websites).	Practice Complete ✓
✓	✗	Identify ways to protect your devices (e.g., anti-malware software, recognizing possible virus attacks).	Practice Complete ✓
✓	✗	Identify and work with tabs and windows.	<a href="#">Practice</a>
✓	✗	Identify the different ways a person can connect to the internet.	<a href="#">Practice</a>



# Learner Report – Staff View



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View Learners   View Usage Amounts

## Theresa Sladek

### History

Show legacy modules

Module	Best Score ⓘ	Practice Lessons	Badge	Certificate
NEW	No attempts	36.4%	No badge earned	Has not passed a proctored assessment.
NEW	85.8% 1 attempt	12.5%		<a href="#">Certificate</a> +
NEW	No attempts	33.3%	No badge earned	Has not passed a proctored assessment.
10 (NEW)	No attempts	Practice unavailable	No badge earned	Has not passed a proctored assessment.
NEW	No attempts	Practice unavailable	No badge earned	Has not passed a proctored assessment.
OFFICE 2016 (NEW)	No attempts	Has not started	No badge earned	Has not passed a proctored assessment.
OFFICE 2016 (NEW)	No attempts	Practice unavailable	No badge earned	Has not passed a proctored assessment.
OFFICE 2016 (NEW)	No attempts	Practice unavailable	No badge earned	Has not passed a proctored assessment.
NEW	No attempts	Practice unavailable	No badge earned	Has not passed a proctored assessment.
	69.7%	Practice unavailable	No badge earned	Has not passed a proctored assessment.

# Learner Report Details – Staff View



**NORTHSTAR**

View Learners   View Usage Amounts

## Theresa Sladek

History » Internet (New)

Theresa needs improvement in 4 standards based on the **last time** they took this assessment (5 months ago).

Status on Assessment	Standard	Practice Status
✗	5 Demonstrate understanding of how to use browser tools and settings to protect privacy (e.g., private browser windows, clearing search history, and declining to save passwords on shared computers).	✓ Practice completed
✗	6 Demonstrate understanding of when it's safe and appropriate to share personal, private, or financial information (e.g., recognizing phishing attempts, identifying unsecured websites).	✓ Practice completed
✗	7 Identify ways to protect your devices (e.g., anti-malware software, recognizing possible virus attacks).	✓ Practice completed
✗	15 Identify and work with tabs and windows.	Practice incomplete: <b>Staying organized</b>

Theresa has mastered 13 standards based on the **last time** they took this assessment (5 months ago).

Status on Assessment	Standard	Practice Status
✓	1 Identify the different ways a person can connect to the internet.	Practice incomplete: <b>Connecting to the internet</b>
✓	2 Demonstrate knowledge of browsers and identify commonly used browsers.	Practice incomplete:

# Reports



- Assessments by Site
  - Summary Report – number of assessments taken per topic and percentage passed
  - Detailed Report – question performance per topic

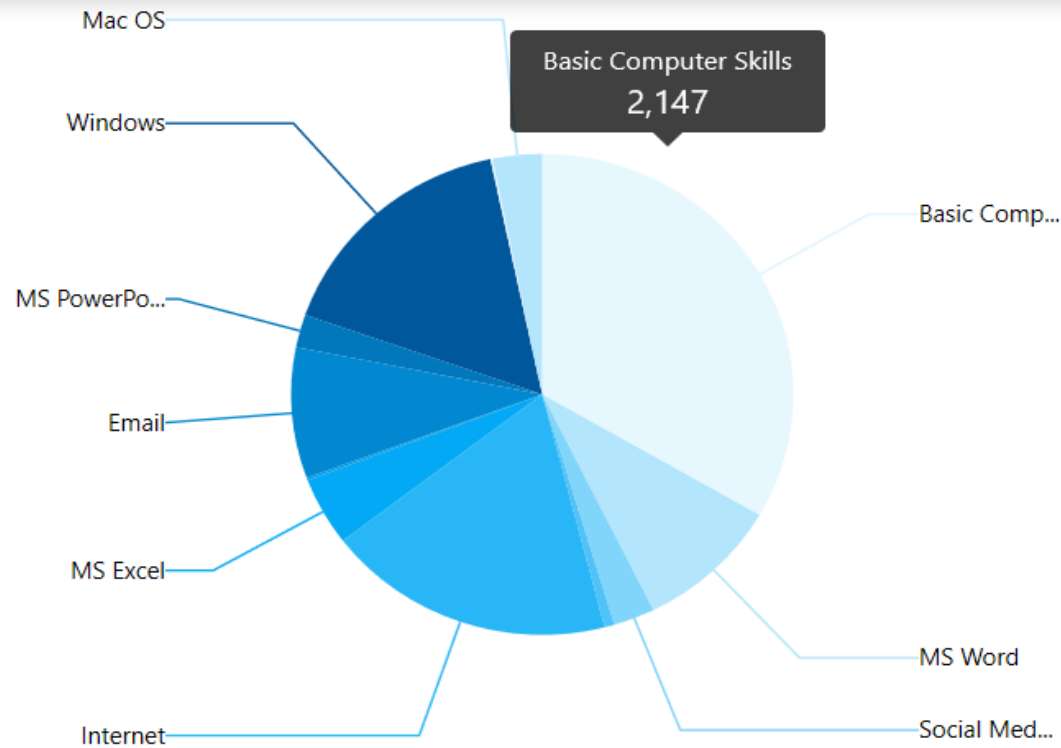
# Summary Report: Assessments Taken



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Summary Report

Detailed Reports



### Legend

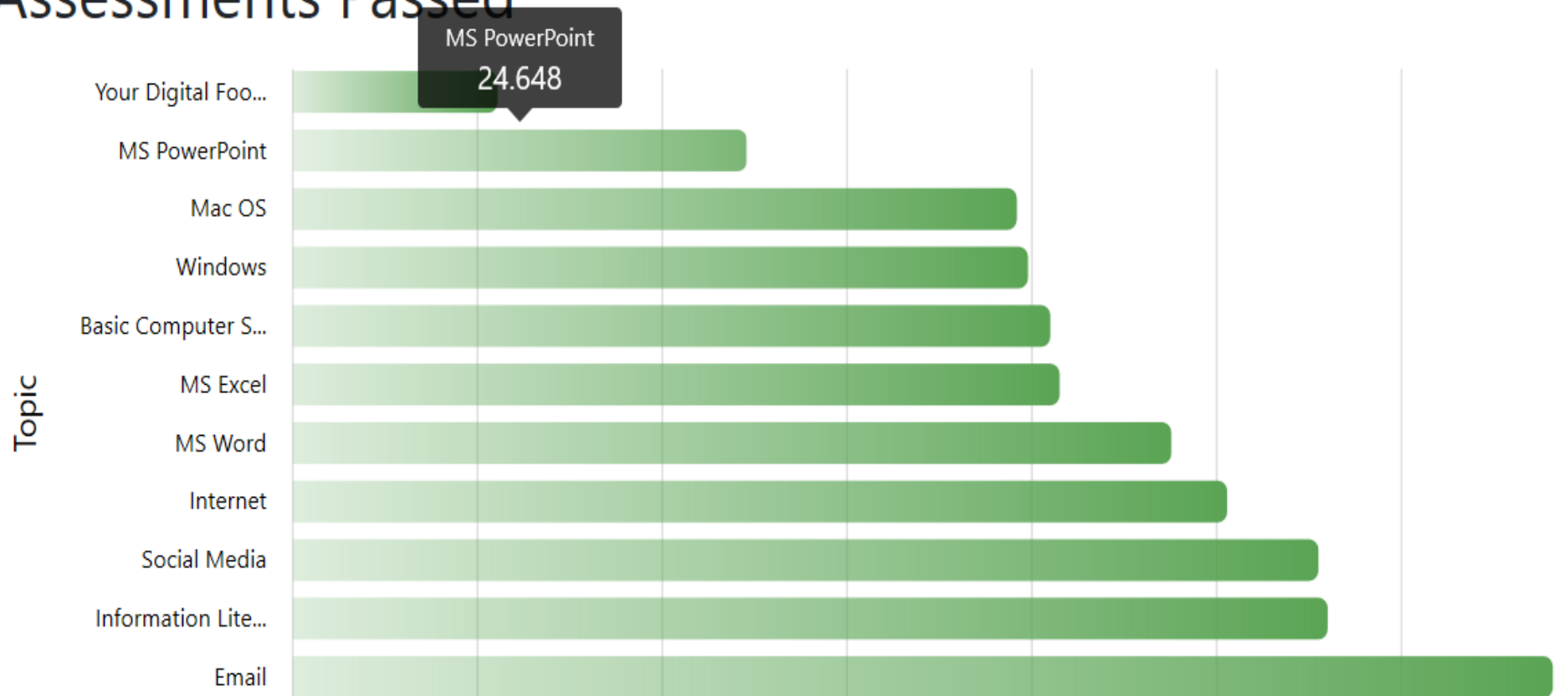
- Basic Computer S...
- MS Word
- Social Media
- Information Litera...
- Internet
- MS Excel
- Career Search Skills
- Email
- MS PowerPoint
- Windows
- Your Digital Foot...
- Mac OS

# Summary Report: Percentage Assessments Passed



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## Assessments Passed



# Detailed Reports



- View by assessment topic
- Demonstrates overall question performance to inform instruction
- Click through to exact assessment question to aid teacher in improving instruction

# Detailed Report by Module



Summary Report Detailed Reports

## Basic Computer Skills (Legacy)

Filter Results

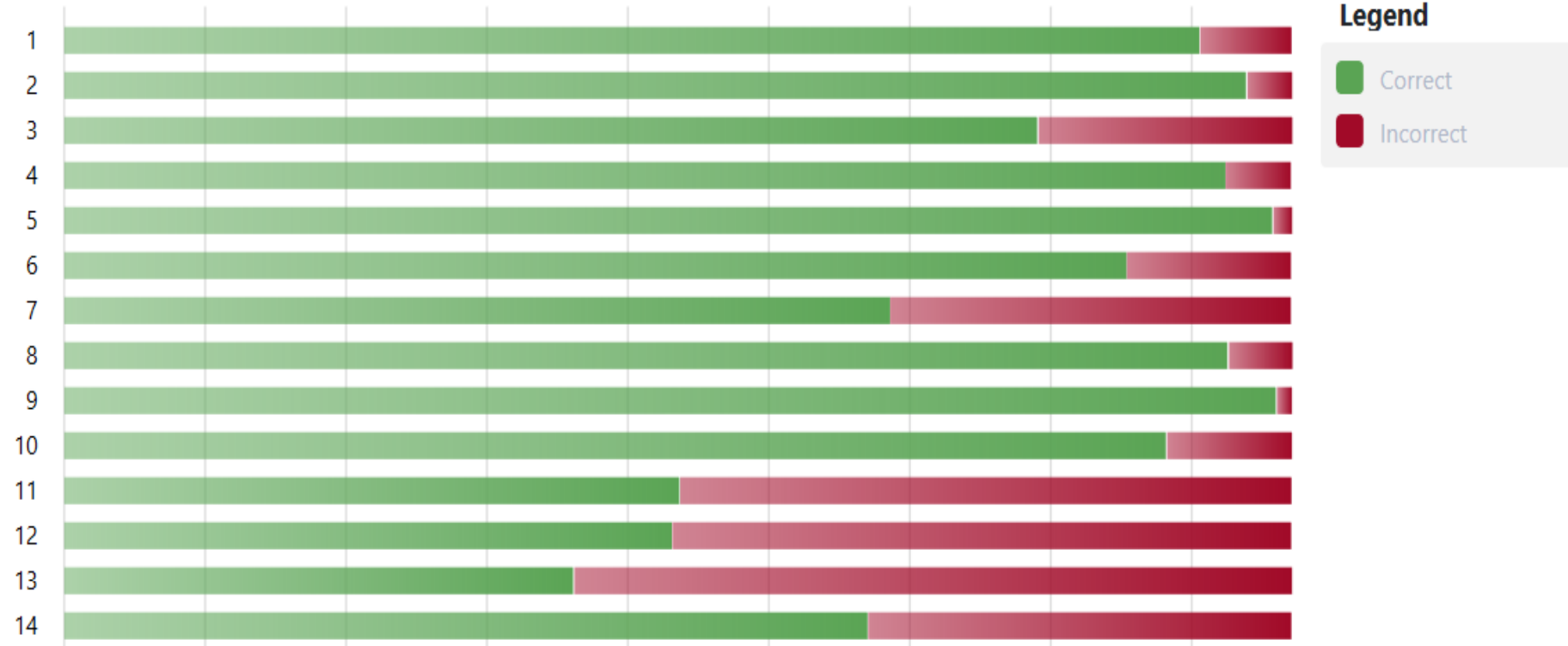
<b>Total # of Assessments</b>	1740
<b>Total # of Passing Assessments</b>	722 (41.5%)
<b>Average Score Percentage</b>	80%
<b>Average Duration</b>	15m 5s

# Detailed Report by Module Question



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## Question Performance



# Detailed Report Question ID



Question #	Summary	% Correct	
1	Desktop computer	82.5%	
2	Laptop computer	86.9%	✓
3	Monitor	82.3%	
4	Printer	84.1%	
5	Keyboard	83%	
6	System unit	77.6%	
7	USB port	77.8%	
8	Headphones	84.1%	
9	Mouse	89.5%	✓
10	Touchpad	87.7%	✓
11	Open file folder	57.8%	⚠

# Administrative Features



- Each site has 2-3 Administrators
  - Can add and delete staff/volunteers in Admin Portal
- Unlimited Staff, Proctors, and Learners
- Free advertising on Northstar homepage (if you want it)
- Online help desk ([support@digitalliteracyassessment.org](mailto:support@digitalliteracyassessment.org))

# Contact Information



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