

Show employers what you know...

The Northstar Basic Computer Skills Certificates can help you move ahead....

Learn it. Know it. Show it.

NORTHSTAR

BASIC COMPUTER SKILLS CERTIFICATE

**Free.
Convenient.
Valuable.**

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Gather Together
Grow Together

Website www.g2g2.org

Email gather2grow@g2g2.org

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NORTHSTAR

BASIC COMPUTER SKILLS CERTIFICATE

Helping adults build their computer skills – and improve job readiness

Applying for employment. Performing job tasks. Reading the news. Banking and paying bills. Searching for information. Communicating with school, health providers, family and others...

Knowing how to use a computer at work and for other tasks is essential in today's world. Adults who don't know the basics of computer use are at a disadvantage when it comes to finding a job. Basic computer skills are increasingly necessary for even most entry-level jobs.

Bridging the digital divide

The Northstar Basic Computer Skills Certificate program helps adults develop basic computer literacy, demonstrate basic digital competency and obtain a credential to assist in gaining employment.

The free online self-guided set of assessments consists of six modules: Basic Computer Skills, Internet, Email, Word Processing (Word), Windows OS and Mac OS. Spanish-language and close-captioned versions are available. Anyone can access the modules through the Internet at www.digitalliteracyassessment.org. But to earn a certificate, adults must take the tests at an approved sponsoring site that has met rigorous standards.

New standards for basic computer literacy

Released in 2010, the Northstar Digital Literacy Standards spell out the specific skills adults need to know and master to become

computer literate. These standards were developed by organizations with extensive experience teaching basic skills to low-income, unemployed and underemployed individuals.

The standards provide a way to measure learner progress, either in the classroom or by individuals on their own. The certificates demonstrate learner mastery.

Earn a certificate — Show what you know

To earn a Northstar certificate in one or more of the six assessment areas, individuals must take the assessment(s) in a supervised setting at an approved sponsoring site. These sites include libraries, community agencies and schools. A passing score of 85% or higher on each assessment must be earned to receive a certificate. Learners may take the test as many times as necessary. There is no charge.

Project supporters

The Northstar Digital Literacy Standards and Assessment project is made possible through the efforts of the Saint Paul Public Library, St. Paul Community Literacy Consortium, the Minnesota Literacy Council, the Otto Bremer Foundation and the Institute of Museum and Library Services.

To learn more...

For more information about the Standards, to locate sponsoring sites or to take the assessments, go to www.digitalliteracyassessment.org

