

# CTE Skill Certificate Test Performance Documentation

**This document must be submitted to the test coordinator at the end of each testing trimester/semester.**

**Course: Introduction to Information  
Technology**

**Test Number: 801**

**School: \_\_\_\_\_**

**Instructor's Name: \_\_\_\_\_**

**# Students in course: \_\_\_\_\_**

**# Students tested: \_\_\_\_\_**

**Date: \_\_\_\_\_**

This is to verify that the students marked **YES** on performance accomplished the following performance objectives at or above the 80% (moderately to highly skilled) level.

1. Demonstrate ethical behavior
2. Complete an on-line IT interest survey
3. Create original digital graphics through scanning, editing and illustration
4. Create original digital audio through capture and narration
5. Create an interactive multimedia project using a design model that includes audio, animation, graphics and links
6. Create a web page using an HTML editing program
7. Demonstrate proper handling techniques of hardware components
8. Disassemble and rebuild a computer system either individually, in teams or with the instructor
9. Create a flat-file database
10. Perform a database query
11. Access and use network resources such as files and printers on the school's LAN
12. Access Internet resources
13. Create a diagram of a LAN, WAN and MAN
14. Ping a network
15. Create an application using a programming language
16. Create a web page using HTML code with Java Script
17. Create end-of-course project on an IT topic or career (It is recommended that this project be completed as a team project)
18. Optional: Attend a work-based learning activity

Each performance is documented and kept on file by the teacher for one year.

(Check the documentation method used)

- Individual student performance tracking sheets
- Class period summary score sheet
- Recorded and identified in the class grade book

Instructor's Signature: \_\_\_\_\_