



## **Microsoft**

### **Exam Questions 62-193**

Technology Literacy for Educators

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#### NEW QUESTION 1

- (Topic 1)

As an extension activity to the planned learning activity, you ask some of the students to contact external experts to gather additional information about the historical events.

You want to ensure that the students use an appropriate means of communication when they contact the experts.

What should you advise the students to use?

This item is part of a case study. To view the case study information, click on the Case Study button below.

- A. their personal mobile phone
- B. an anonymous online forum
- C. a generic email account of the school
- D. their social network account

**Answer: C**

#### NEW QUESTION 2

- (Topic 1)

You are a teacher at a secondary school. You work closely with the school administration. A group of parents questions the large sum of money that the school invests in Information

and Communication Technology (ICT) resources.

You are requested to prepare a response on behalf of the school. On which argument will you base your response?

- A. Modern economies increasingly require a workforce that has good typing skills, so the school must try to incorporate computers into all its activities.
- B. Modern economies are increasingly based on knowledge and information, so students must learn the skills required to handle information.
- C. The business sector in modern economies increasingly expects schools to produce students who are qualified in financial knowledge.
- D. Modern economies increasingly depend on the growth of the computer manufacturing industry, an economic sector that schools must support.

**Answer: B**

#### NEW QUESTION 3

- (Topic 2)

How does giving each student their own laptop enhance collaborative learning?

This item is part of a case study. To view the case study information, click on the Case Study button below.

- A. The students can digitally share their work and their ideas.
- B. The students can connect with their peers outside of the classroom without being interrupted by the teachers.
- C. The students will feel free to exchange their views with one another anonymously during lessons.
- D. The students can work together without any guidance from a teacher.

**Answer: A**

#### NEW QUESTION 4

- (Topic 4)

You want to identify the primary benefit of using ICT during the persuasive writing lesson. Which benefit should you identify?

This item is part of a case study. To view the case study information, click on the Case Study button below.

- A. In today's world, writing is mostly done on a computer.
- B. ICT helps students develop word processing skills.
- C. The computer lab is used regularly.
- D. Word processing applications allow students to easily edit and modify text.

**Answer: D**

#### NEW QUESTION 5

- (Topic 5)

You want to improve the students' research skills by using ICT resources. The solution must help meet the school's organizational goals.

What should you do?

This item is part of a case study. To view the case study information, click on the Case Study button below.

- A. Tell the students to search for information on the Internet.
- B. Give the students a list of Internet links to sites about acid rain.
- C. Give the students printed Web pages about acid rain.
- D. Work with the students to create a list of search terms.

**Answer: D**

#### NEW QUESTION 6

- (Topic 5)

You want your students to analyze the costs of running a business.

You plan a visit with your students to a business center that sells business services. The business center offers the following services.

? Printing

? Photocopying

? Web site design

? Document scanning

? Word processing and editing.

What should you include as part of your classroom activities?

- A. Give an assignment during which the students will read three case studies about office service businesses.
- B. Summarize the students' findings in a word processing document.
- C. Run a research project during which the students will use the Internet to compile a list of prices of various business services.
- D. Run a three-day project during which the students will set up their own office service business at the school and sell business services to the students and the staff.
- E. Run a two-hour project during which you will provide reference information on the cost of equipment, materials, and salaries.
- F. Guide the students to use spreadsheets to calculate the costs of a business.

**Answer: D**

#### NEW QUESTION 7

- (Topic 6)

In addition to learning about symmetry, how else should the students benefit from using ICT during the second mathematics lesson?

This item is part of a case study. To view the case study information, click on the Case Study button below.

- A. ICT will teach them data entry skills.
- B. ICT will teach them computer programming skills.
- C. ICT will help them develop presentation skills.
- D. ICT will help them develop collaboration skills.

**Answer: D**

#### NEW QUESTION 8

- (Topic 6)

You are preparing to teach the second mathematics lesson.

Which two tasks should you perform to ensure that the students benefit most from working in the computer lab? (Each correct answer presents part of the solution. Choose two.)

This item is part of a case study. To view the case study information, click on the Case Study button below.

- A. Verify that the Internet connection is only available on the teacher's computer.
- B. Verify that the printer has enough paper.
- C. Ensure that the data projector works.
- D. Verify that the computers have the appropriate software installed.
- E. Ensure that the USB drives have free space available.

**Answer: CD**

#### NEW QUESTION 9

- (Topic 7)

You are an environmental education teacher.

Your students are doing a collaborative project with students from another country using Information and Communication Technology (ICT).

You create an activity that requires your students to use presentation software to display pictures and videos of local birds. The students will then email the presentation to the foreign students.

You discover that the file size of the presentation exceeds the size limit set by your email provider.

You want to ensure that the students can send the presentation by email. What should you advise the students to do?

- A. In the presentation, reduce the font sizes and deactivate the custom animations.
- B. Remove the pictures and the videos from the presentation.
- C. Convert the presentation file to a bitmap image.
- D. Compress the video files and the pictures before inserting them into the presentation.

**Answer: D**

#### NEW QUESTION 10

- (Topic 7)

You teach political science to a class of 20 students. The students are 17 years old. Your school has a computer lab that has access to the Internet.

Your government has an election.

You create a lesson that requires the students to spend the entire day of the election analyzing the election results as they are announced.

You reserve the computer lab for the activity.

You want to ensure that the students can continuously record the election results. The solution must also ensure that the students see the changes to the political map as the results come in.

What should you do?

- A. Have the students input the election results to a spreadsheet application and create charts to present the results.
- B. Have the students use a word processing application to create a table that presents the election results.
- C. Have the students use a spreadsheet application to build a model presenting the election results.
- D. Have the students use a spreadsheet application to import charts from the political parties' Web sites, and then export the charts to a presentation.

**Answer: C**

#### NEW QUESTION 10

- (Topic 7)

The students recently started using the film editing software.

You want to ensure that the students benefit as much as possible from the filmmaker's visit.

What should you do?

This item is part of a case study. To view the case study information, click on the Case Study button below.

- A. Schedule the filmmaker to present a one-hour lecture to the entire class.

- B. Schedule each student to individually ask the filmmaker questions.
- C. Have each student email you a list of questions before the visit.
- D. Have the students use a wiki to collaborate on a list of questions for the filmmaker.

**Answer:** D

**NEW QUESTION 11**

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