

ECDL / ICDL Information Literacy

Sample Part-Test

The following is a sample part-test for ECDL / ICDL Information Literacy. This sample part-test contains 18 questions giving a total of 18 marks.

The actual ECDL / ICDL Information Literacy certification test contains 36 questions giving a total of 36 marks. The candidate has passed the test if he/she scores 27 out of 36 marks. The pass mark for the module is 75%. The duration of the actual ECDL / ICDL Information Literacy certification test is 45 minutes.

Although the ECDL / ICDL Information Literacy sample part-test is not a certification test it does give an indication about the scope and approach adopted within the actual ECDL / ICDL Information Literacy certification test. All test items within the actual ECDL / ICDL Information Literacy certification tests are based on ECDL / ICDL Information Literacy Syllabus Version 1.0. For further information about the coverage of Skill Sets and Knowledge Areas in the ECDL / ICDL Information Literacy tests please refer to ECDL / ICDL Information Literacy Syllabus Version 1.0 which is available for download at the appropriate section of the Programmes page of www.ecdl.org

Answerfile

The ECDL / ICDL Information Literacy sample part-test is provided with a sample answerfile for the sample part-test. The sample answerfile includes a numbered table into which you can enter your answers and a space to enter your candidate identification.

Module Goals

ECDL / ICDL Information Literacy sets out essential concepts and skills relating to identifying, searching, evaluating, organising and communicating online information.

Successful candidates will be able to:

- Determine what online information is needed to meet a particular requirement.
- Search securely for online information using search engines and social media applications.
- Critically evaluate information using a range of criteria.
- Manage and organise information using a range of tools.
- Plan, draft, review and deliver online information.

Sample Part-Test 1

This is the sample part-test for ECDL / ICDL Information Literacy. This test consists of 11 theory questions and 7 practical questions with 1 mark available for each question. The total marks available are 18 marks.

1. Open the file **Theory Questions Sample-Part Test**. Open the file **sampleanswerfile1** contained in the **answer** folder on your Candidate Drive. Enter your candidate identification number and the answers to the theory questions and save. **[11 Marks]**
2. Open a web browsing application. Access an Internet search engine and search using the keyword **project**. Select any website that gives information about **project** from the search results and copy a sentence of this text as your answer into the **sampleanswerfile1** (Q.2 space provided) and save. **[1 Mark]**
3. Refine your search using the Boolean operator **AND** to return results that include the words **project** and **management**. Copy the search text used in the search engine for this refined search into the **sampleanswerfile1** (Q.3 space provided) and save. Copy the URL of the top result given by the search engine into the **sampleanswerfile1** (Q.3 space provided) and save. **[1 Mark]**
4. Access a web based encyclopaedia and search using the keywords **project manager** and copy a sentence of this text as your answer into the **sampleanswerfile1** (Q.4 space provided) and save. **[1 Mark]**
5. **Evaluating and Organising Information**
You are working as a project manager and have been asked to review the PM Globe News website, as outlined below, as your company would like you to update them on current trends in project management.
Evaluate the website and links as requested and assume that any company names or references are genuine.
Go to the following web page address:
<http://www.ecdl.org/infoliteracysample>.
Activate the **Evaluating Information** hyperlink.
Evaluate the currency of the **PM Globe News Home page**, giving TWO examples to support your argument.
Enter these examples into the **sampleanswerfile1** (Q.5 space provided) and save. **[1 Mark]**

Continued ...

Sample Part-Test (Contd.)

6. On the **Blog page**, click the **New Approaches for PM Training** link. Evaluate the accuracy of the **Is there an app for that?** article, giving TWO examples to support your argument.

Enter these examples into the **sampleanswerfile1** (Q.6 space provided) and save.

[1 Mark]

7. Activate the **Return to the Test Home Page** hyperlink.

Activate the **Social Media** hyperlink to access the **Jose Ramires** profile page. Activate the **Settings** hyperlink and set the default privacy setting to **Friends** and save settings.

Enter the number displayed into the **sampleanswerfile1** (Q.7 space provided) and save.

[1 Mark]

8. On the **Jose Ramires** profile page, search for the user **Jane Hartley**.

Enter the number displayed into the **sampleanswerfile1** (Q.8 space provided) and save.

[1 Mark]

Save and close all open files and close any open applications.

This is the end of the test.

If you have time, check the work you have done.