TTU Undergraduate Student Computer Application Performance Assessment

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How Competent are TTU Students with Basic Computer Application Skills?

- Word Processing Software (e.g., Microsoft Word)
- Presentation Software (e.g., Microsoft PowerPoint)
- Spreadsheet Software (e.g., Microsoft Excel)
- Database Software (e.g., Microsoft Access)

Texas Essential Knowledge & Skills (TEKS)

- Word Processing Software Skills:
  - Changing fonts and font size
  - Adding emphasis to text
  - Aligning text
  - Changing line spacing
  - Cutting, copying, and pasting text
  - Inserting pictures from files
  - Creating and entering text into a table
  - Opening and completing a mail merge wizard
  - Inserting text hyperlinks

Texas Essential Knowledge & Skills (TEKS)

- Presentation Software Skills:
  - Inserting a Picture Using a Content Layout
  - Applying Slide Transitions to a Presentation
  - Applying a Background Fill Color and Resetting a Slide Background
  - Setting Effects and Timing Options
  - Applying Animation to a Graphic
  - Creating a Table

Texas Essential Knowledge & Skills (TEKS)

- Spreadsheet Software Skills:
  - Entering Numbers
  - Constructing a Formula, Using the Sum Function, and Editing Numbers in Cells
  - Charting Data
  - Using the SUM, AVERAGE, and MEDIAN Functions
  - Using the MIN, MAX, and COUNTIF Functions
  - Sorting and Filtering in an Excel Table

Texas Essential Knowledge & Skills (TEKS)

- Database Software Skills:
  - Changing the DATA Type of a Field in Datasheet View
  - Modifying a Field Size and Description in Design View
  - Using the Simple Query Wizard to Create a Query
  - Creating a Form
  - Creating Table Relationships and Enforcing Referential Integrity
  - Modifying a Form in Design View
  - Adding, Resizing and Moving controls in Layout View

Gender
N = 538

Female
55%
(294)

Male
45%
(244)

Academic Year
N = 537

Senior
10%
(55)

Junior
14%
(78)

Freshman
38%
(202)

Sophomore
38%
(202)

College

Architecture
3%
(17)

Visual & Performing Arts
2%
(8)

Other
5%
(24)

Mass Communications
18%
(94)

Human Sciences
11%
(59)

Education
1%
(8)

Business Admin
7%
(39)

Arts & Sciences
53%
(284)

Own A Personal Computer?

No
1%
(4)

Yes
99%
(534)

Taken a College Computer Class?
N = 538

Yes
26%
(140)

No
74%
(398)

Average Weekly Computer Usage

1-5 hours
9%
(48)

20+ hours
19%
(105)

5-10 hours
25%
(135)

15-20 hours
17%
(91)

10-15 hours
30%
(159)

How Confident Do You Feel About Using a Computer?

No Confidence 0%
Little Confidence 1%
Some Confidence 10% (56)
Very Confident 45% (240)
Confident 44% (234)

Computer Applications Performance Exam Results

- Word Processing Software: 74.97%
- Presentation Software: 63.08%
- Spreadsheet Software: 44.56%
- Database Software: 52.95%

Percentage Correct