Mouse Skills Prescription

First Name: Last Name:

Site: Classroom:

		✔
		Completed
Pre-Test with multiple choices		
1	Introduction	
2	How the Mouse Works	
3	Basic Mouse Actions	
4	Moving the Mouse Around	
5	Exercise 1 - Moving the Mouse Pointer	
6	Clicking	
7	Exercise 2 - Clicking	
8	Double Clicking	
9	Exercise 3 - Double Clicking	
10	Dragging	
11	Exercise 4 - Dragging	
12	End - Diagnostic Test	
	Begin Date	
	Instructor Initials on Completion Date	

CBT 100 Prescription

1	Introduction		16	Exercise Editing Text - Part 1	
2	Buttons & Icons		17	Editing Text - Part 2	
3	Exercise-Buttons & Icons		18	Exercise-Editing Text-Part 2	
4	Windows		19	2014 GED® Test	
5	Exercise-Windows		20	Test Window	
6	Lists		21	Exercise-Test Window	
7	Exercise-Lists		22	Question Types-Part 1	
8	Check Boxes & Radio Buttons		23	Exercise-Question Types-Part 1	
9	Exercise-Check Boxes & Radio Buttons		24	Question Types-Part 2	
10	Using the Keyboard		25	Exercise-Question Types-Part 2	
11	Exercise-Using the Keyboard		26	Math Tools	
12	Entering Text		27	Exercise-Math Tools	
13	Exercise-Entering Text		28	Reviewing the Test	
14	Exercise-Typing Speed and Accuracy		29	Exercise-Reviewing the Test	
15	Editing Text-Part 1		30	End - Diagnostic Test	
				Begin Date	
				Instructor Initials on Completion Date	

Mavis Beacon Prescription

1	Test My Typing Level - 25 Words Per Minute Required to Pass	
2	Print Certificate of Completion	
	Begin Date	
	Instructor Initials on Completion Date	

Revised 7/31/13