

Technological Literacy:

ZU graduates will be able to effectively understand, use, and evaluate technology both ethically and securely in an evolving global society.

Indicator	Criteria	L E V E L			
		Beginning	Developing	Accomplished	Exemplary
1. Knowledge of technological systems.	1.1. Conceptualisation of the interrelationships associated with system components (hardware, software, and data).	Is able to identify individual components in a <i>standard system configuration</i> (ie. <i>Business/Personal computing environment</i>).	Demonstrates an understanding of the interrelationships between components in a <i>standard system configuration</i> .	Diagnoses and corrects errors in a <i>standard system configuration</i> .	Identifies and develops new system configurations to solve a problem or identified need.
2. Proficiency in the use of technology tools.	2.1. Proficiency in using productivity tools for: <ul style="list-style-type: none"> • word processing • spreadsheet • database • research • communication • multimedia development and presentation 	Exhibits skill using elementary features of a limited number of applications. Can generate some products of a basic standard.	Exhibits skill in a professional suite of applications using all basic features. Demonstrates a limited capacity to integrate products.	Exhibits skill in a professional suite of applications using basic and intermediate-level features appropriately. Demonstrates capacity to integrate products.	Exhibits advanced skills in a wide range of applications. Can integrate products in new ways to solve problems and produce results.

Indicator	Criteria	L E V E L			
		Beginning	Developing	Accomplished	Exemplary
			Can generate some products of a professional standard.	Routinely produces products of a professional standard.	Produces products to a high professional standard.
	2.2. Adapting to use new and emerging technologies	Demonstrates limited awareness of change and technological innovation.	With assistance can integrate an emerging technology tool to solve a problem or identified need.	Demonstrates a capacity to identify and integrate an emerging technology tool to solve a problem or identified need.	Routinely and independently identifies and integrates an emerging technology tool to solve a problem or identified need.
3. Knowledge and practices of technology in society.	3.1. Demonstration of applied knowledge of ethical, and legal issues in the use of technology.	Demonstrates limited awareness of ethical and legal information technology issues.	Demonstrates a growing awareness of the legal and ethical issues. Exhibits development of appropriate personal practices.	Exercises reasoned judgment in the ethical and legal use of technology. Is able to apply technological processes and skills ethically and legally.	Demonstrates the capacity to develop policy and practices as technology evolves. Advocates and demonstrates a high standard of personal practices publically. Exhibits leadership for digital citizenship.

Indicator	Criteria	L E V E L			
		Beginning	Developing	Accomplished	Exemplary
	3.2. Demonstration of applied knowledge of security and privacy issues in the use of technology.	Exhibits superficial awareness of security issues and can minimally operate in a secure manner.	Demonstrates basic understanding of general rules for safe practices, including how to protect personal information.	Exhibits sophisticated use of a computer environment with clear understanding of effective security practices in professional and personal settings.	Demonstrates the capacity to adapt to new situations with understanding of the implication for security issues. Demonstrates the capacity to develop policy and practices as technology evolves.
	3.3. Awareness of the ways that technology can influence culture.	Demonstrates an awareness that technology allows access to other cultures, but does not understand the impact of this access on worldviews. Exhibits basic knowledge about the culture of technological environments (<i>e.g., online chats, instant messaging, MUDs, MMRPG</i>), and participates minimally in these forums.	Exhibits a developing understanding of the way technology impacts worldviews. Exhibits reasonable fluency in the culture of technological environments and frequently participates in these forums.	Demonstrates an understanding of the way technology impacts worldviews. Exhibits substantial and sophisticated knowledge about the culture of technological environments and can participate fully in these forums.	Demonstrates insight and understanding of the way technology impacts one's own and others worldviews. (<i>e.g., by allowing individuals to access pop culture, news, ideas, from other societies</i>). Exhibits the capacity to establish, manage, and maintain a digital community.