



Department of Counselor Education  
*Orientation Session Statement*

Please indicate those technological skills you currently possess:

	Yes	No
1. Operate Audio Cassette Recorder	_____	_____
2. Operate Video Recorder	_____	_____
3. Operate a Computer	_____	_____
4. Utilize Word Processing Program	_____	_____
5. Utilize Spreadsheet Program	_____	_____
6. Send and Receive Email	_____	_____
7. Send and Receive Attachments	_____	_____
8. Conduct Internet Research	_____	_____
9. Evaluate Materials and Sources from Web-Based Research	_____	_____
10. Create a Power Point Presentation	_____	_____