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Test Results for: jane moyer

Company Name: TBS Standards Demo Account

**Test Administrator/Recruiter's
Email:** Jane@asktbs.com

Test Name: Technology Literacy Test

Test Date: 10/15/2007

Elapsed Time: 00:20:32

Questions Correct: 78 out of 82

Percent Correct: 95%

Percentile Ranking: 90

Global Average: 70%

Detail Score Report

Q#	Status	Topic	Type	Level	Time
1	Correct	Monitor	Hardware	Basic	00:00:05
2	Correct	Hard Disk	Windows	Basic	00:00:06
3	Correct	Virus Risk	Safety	Basic	00:00:11
4	Correct	Internet Usage	Internet	Basic	00:01:33
5	Correct	CDs and DVDs	Hardware	Basic	00:00:04
6	Correct	Identifying Internet Terms	Internet	Basic	00:00:07
7	Correct	Viruses	Safety	Basic	00:00:20
8	Correct	Copy and Paste	Windows	Basic	00:00:12
9	Correct	File Deletion	Windows	Basic	00:00:11
10	Correct	Storage	Windows	Basic	00:00:06
11	Correct	Storing Work	Windows	Basic	00:00:08

12	Correct	Manipulating Windows	Windows	Basic	00:00:15
13	Correct	Mail Manipulation	Email	Basic	00:00:07
14	Correct	Replying to Email	Email	Basic	00:00:10
15	Correct	Terminology	Windows	Basic	00:00:09
16	Correct	Clicking Files	Windows	Basic	00:00:08
17	Correct	Data Editing	Windows	Basic	00:00:18
18	Correct	Communication	Internet	Basic	00:00:19
19	Correct	Terminology	Windows	Basic	00:00:15
20	Correct	Refresh	Internet	Basic	00:00:17
21	Correct	Excel File Extensions	Software	Basic	00:00:04
22	Correct	Connecting a Computer to a Network	Hardware	Basic	00:00:35
23	Correct	Troubleshooting Volume	Windows	Basic	00:00:12
24	Correct	Email	Software	Basic	00:00:14
25	Correct	Mouse Use	Software	Basic	00:00:37
26	Correct	Keyboard Shortcuts - Copy	Software	Basic	00:00:03
27	Correct	Keyboard Shortcuts - Paste	Software	Basic	00:00:08
28	Correct	Word File Extensions	Software	Basic	00:00:04
29	Correct	Installing Printers	Hardware	Basic	00:00:05
30	Correct	Linking Computers	Hardware	Basic	00:00:20
31	Correct	Hardware Recognition	Hardware	Basic	00:00:08
32	Correct	Storing Temporary Information	Hardware	Basic	00:00:16
33	Correct	Minimizing a Window	Windows	Basic	00:00:07
34	Correct	Recycle Bin	Windows	Basic	00:00:05
35	Correct	Flashing Line	Software	Basic	00:00:06
36	Correct	Computer Care	Hardware	Basic	00:00:07
37	Correct	Media	Hardware	Basic	00:00:38
38	Correct	Understanding the Internet	Working Capital Management	Basic	00:00:11
39	Correct	What is the Internet?	Understanding the Internet	Basic	00:00:10
40	Correct	True / False	Understanding the Internet	Basic	00:00:04
41	Incorrect	True / False	Quotation Marks	Basic	00:00:04
42	Correct	True / False	Quotation Marks	Basic	00:00:06

43	Correct	True / False	Quotation Marks	Basic	00:00:06
44	Correct	True / False	Definitions	Basic	00:00:10
45	Correct	Definitions	Definitions	Basic	00:00:14
46	Correct	True / False	Understanding the Internet	Basic	00:00:04
47	Correct	Definitions	Definitions	Basic	00:00:14
48	Correct	True / False	Understanding the Internet	Basic	00:00:40
49	Correct	Browser Functionality	Quotation Marks	Basic	00:00:09
50	Correct	True / False	Understanding the Internet	Basic	00:00:06
51	Correct	True / False	Quotation Marks	Basic	00:00:09
52	Correct	Browser Functionality	Toolbar Operations	Basic	00:00:09
53	Correct	Browser Functionality	Toolbar Operations	Basic	00:02:06
54	Correct	Definitions	Understanding the Internet	Basic	00:00:14
55	Correct	True / False	Understanding the Internet	Basic	00:00:06
56	Correct	Definitions	Definitions	Basic	00:00:07
57	Correct	Definitions	Understanding the Internet	Basic	00:00:25
58	Correct	Definitions	Understanding the Internet	Basic	00:00:05
59	Correct	What is the Internet?	Understanding the Internet	Basic	00:00:06
60	Correct	True / False	Understanding the Internet	Basic	00:00:13
61	Correct	Use of Standard Responses in Emails	Email Etiquette	Basic	00:00:23
62	Incorrect	Email Response Time	Email Etiquette	Basic	00:00:16
63	Correct	Spacing	Structure and Layout	Basic	00:00:05
64	Correct	Threads	Email Etiquette	Basic	00:00:09
65	Correct	Replying to Email	Structure and Layout	Basic	00:00:10
66	Correct	Abbreviations	Email Etiquette	Basic	00:00:14
67	Correct	Penalties	Legal Issues	Basic	00:00:08
68	Correct	Replying	Email Etiquette	Basic	00:00:14
69	Correct	Formatting	Formats	Basic	00:00:25
70	Correct	Signature Cards	Structure and Layout	Basic	00:00:08

71	Incorrect	Avoiding Misunderstanding	Email Etiquette	Basic	00:01:23
72	Correct	Replying to Email	Email Etiquette	Basic	00:00:12
73	Correct	Privacy Issues	Email Etiquette	Basic	00:00:11
74	Correct	Use of Capital Letters	Email Etiquette	Basic	00:00:13
75	Correct	Sending Email	Formats	Basic	00:00:08
76	Correct	Subject Line	Email Etiquette	Basic	00:00:04
77	Correct	Long Emails	Email Etiquette	Basic	00:00:10
78	Incorrect	Advantages of Email	Email Etiquette	Basic	00:00:26
79	Correct	Attachments	Email Etiquette	Basic	00:00:11
80	Correct	High Priority	Formats	Basic	00:00:12
81	Correct	cc Field	Email Etiquette	Basic	00:00:15
82	Correct	Gender	Email Etiquette	Basic	00:00:07

Question Level Statistics

	Number of Questions	Number Correct	Total Percentage
Basic	82	78	95%
Total	82	78	95%

Question Type Statistics

	Number of Questions	Number Correct	Total Percentage
Definitions	4	4	100%
Email	2	2	100%
Email Etiquette	15	12	80%
Formats	3	3	100%
Hardware	9	9	100%
Internet	4	4	100%
Legal Issues	1	1	100%
Quotation Marks	5	4	80%

Safety	2	2	100%
Software	7	7	100%
Structure and Layout	3	3	100%
Toolbar Operations	2	2	100%
Understanding the Internet	11	11	100%
Windows	13	13	100%
Working Capital Management	1	1	100%
Total	82	78	95%

Test Description

This is a custom test.

- Test takers, please contact your test administrator or recruiter for scoring guidelines.
- Administrators, please refer to the Scoring Guidelines page within the Resources section of your Administration Center for scoring guidelines.

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