

Melissa Sample

Position: Administrative Assistant

Test Date: Jan 19, 2016

Test Event ID: CRI-9693-GPJT



Computer Literacy & Internet Knowledge Test

The CLIK is an assessment of basic computer proficiency. It measures a person's ability to use Internet browsers and common desktop applications such as email and word processing programs.

Results Summary

PROFICIENT

OVERALL RATING

Overview



Candidate Responses

Correct? Simulation 1 (Total Time Taken: 43 seconds)

- ✓ Open a document
- ✓ Minimize a window
- ✓ Address an email (To, Cc, Subject)
- ✓ Copy and paste
- ✓ Send an email

Correct? Simulation 2 (Total Time Taken: 17 seconds)

- ✓ Maximize a window
- ✓ Use the browser address bar
- ✓ Create a new browser tab
- ✓ Use the Favorites/Bookmarks menu
- ✓ Perform simple Bing search

Correct? Multiple Choice

Time Taken

- | Correct? | Question | Time Taken |
|----------|--|------------|
| ✓ | 1. To go to the previous web page in an internet browser, you would click: | 9 sec |
| ✓ | 2. To move the browser window around the desktop, you would need to begin by clicking: | 8 sec |
| ✓ | 3. When filling out an online form, the Tab key usually moves the cursor from one field to the next. | 14 sec |
| ✗ | 4. Putting a file in the Recycle Bin permanently deletes it from your computer. | 21 sec |
| ✓ | 5. Which password is the most secure? | 18 sec |
| ✓ | 6. To restore the minimized window, you would click: | 15 sec |
| ✓ | 7. To bring up a contextual menu like the one below, you would: | 14 sec |
| ✓ | 8. Which of the following will NOT allow you to print a browser web page? | 25 sec |
| ✗ | 9. Which of the following is a common document format found on the internet? | 23 sec |
| ✗ | 10. To find text on a web page, you would press: | 13 sec |