

**THE UNIVERSITY OF ALABAMA
CAPSTONE COLLEGE OF NURSING
PERSONAL ASSESSMENT FORM**

Please take this quiz to help you assess your computer skills. **Do not return this to us**, it is a self-assessment for your own development and learning.

Personal Assessment

Note one answer for each question, score the evaluation, as directed, and assess how well online courses fit your needs:

1. My desire for a masters is...
 - A. high - I need it immediately for degree, job, or other important reason.
 - B. moderate - I could take it on campus later, or at some other place/time.
 - C. low - It's a personal interest that could be postponed.

2. Attending classes with other students is...
 - A. not particularly necessary to me.
 - B. somewhat important to me.
 - C. very important to me.

3. I would classify myself as someone who...
 - A. often gets things done ahead of time.
 - B. needs reminding to get things done on time.
 - C. puts things off until the last minute.

4. Classroom participation is...
 - A. rarely helpful to me.
 - B. sometimes helpful to me.
 - C. almost always helpful to me.

5. When an instructor hands out directions for an assignment, I prefer...
 - A. figuring out the instructions on my own.
 - B. trying to follow the directions on my own, then asking for help as needed.
 - C. having the instructions explained orally first.

6. I need faculty comments on my assignments...
 - A. within a few days, or I get frustrated.
 - B. within a week, or I forget what I did.
 - C. within a few weeks, since I can review what I did.

7. Considering my professional and personal schedule, the amount of time I have to work on an advanced course is...
 - A. more than enough for a campus class.
 - B. the same as for taking a class on campus.
 - C. less than for taking a class on campus.

8. When I am asked to use VCR's, computers, voice mail or other technologies that may be new to me...
 - A. I look forward to learning new skills.
 - B. I feel apprehensive, but try anyway.
 - C. I put off or try to avoid it.

9. In rating my skills, sending e-mail, and finding electronic resources, I would say that...
 - A. I am comfortable and competent.
 - B. I am able to complete the tasks, but am not accomplished at them.
 - C. I am not sure what this question means.

10. As a reader, I would classify myself as:
 - A. good - I usually understand the text without help.
 - B. average - I sometimes need help to understand the text.
 - C. slower than average.

11. My comfort level with Microsoft Word is:
 - A. good - I can use it to compose letters, papers and other documents.
 - B. average - I can do simple tasks.
 - C. poor - I am not comfortable with computers.

12. I use a computer...
 - A. Daily
 - B. Weekly
 - C. Monthly
 - D. Never

13. I would rate my computer skills as:
 - A. good.
 - B. average.
 - C. poor.

14. Computer or web courses involve...
 - A. As much work as classroom courses.
 - B. Less work than a traditional class.
 - C. Not sure

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15. I have access to computers and software
- A. personal at home
 - B. work
 - C. not at all

Scoring: Add 3 points for each "A" that you selected, 2 points for each "B" and 1 point for each "C". If you scored 31-45, online courses may be a real possibility for you. If you scored between 16 and 30, online courses may work for you, but you need to consider taking a refresher course on computer skills!. If you scored 15 or less, online courses may not currently be a suitable option for you - talk to the instructor before you enroll.