

# Advanced Desktop Publishing Application

Fenton High School

Email for Mrs. Bunka: pbunka@fentonschools.org Phone for Mrs. Bunka: 591-2967

Your Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Your Email Address: \_\_\_\_\_ Student Number: \_\_\_\_\_

## Technology Skills Survey

Please answer the following questions regarding your basic knowledge and use of technology.

Do you have access to a computer outside of school?

- a) Home                      b) Other                      c) No access

What is your overall computer experience in relation to others your age? Circle your answer.

- a) Unskilled                      b) Somewhat skilled                      c) Highly skilled                      d) Don't know

Please indicate what you feel is your skill level in relation to others your age on each of the following software applications. Place an "X" in the appropriate square of each line.

	a) Unskilled	b) Somewhat Skilled	c) Highly Skilled	d) Don't Know
Word Processor				
Spreadsheet				
Database				
Paint/Draw				
Image editing/ Photoshop				
Presentation				
Publication/InDesign				
Internet browsers				
Email				
Online chat				
Podcasting				
Website creation				
System/Disk Management				

# 2016-17 Advanced Desktop Publishing

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## Teacher Recommendation

Email for Mrs. Bunka - pbunka@fentonschools.org | Phone for Mrs. Bun-

This class is offered as a way for Fenton High School to develop a staff of competent, trustworthy students to assist teachers, staff, fellow students and the community in creating desktop publishing projects.

A base of computer knowledge is required to enroll. Students should have either completed Desktop Publishing or must submit a portfolio of their work. Students in all grades are encouraged to enroll. This class may be repeated for credit.

Student Name \_\_\_\_\_ Current Grade \_\_\_\_\_

Student \_\_\_\_\_ Student Num- \_\_\_\_\_

Have a teacher recommend you based on computer experience you have had with them, if possible. If not, ask another teacher to recommend you based on your classroom experience with them.

Teachers - please fill this form out and put it in Mrs. Bunka's mailbox by Feb. 19  
I think it's better if the student does not see your comments - then you can be more forthcoming.

Please rate the following from 1 (low) to 10 (high) & comment if

Computer literate \_\_\_\_\_

Willingness to experiment with computer \_\_\_\_\_

Follows directions \_\_\_\_\_

Independent \_\_\_\_\_

Trustworthy \_\_\_\_\_

Problem \_\_\_\_\_

Problem explanation to others \_\_\_\_\_

People skills - peers \_\_\_\_\_

People skills - adults \_\_\_\_\_

THANK YOU FOR YOUR TIME

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Signed (teacher evaluator)

Date

STUDENT - Detach and fill out the attached survey on computer skills & use.

Return that portion to Mrs. Bunka separately to complete your application. ***Due Feb 19.***