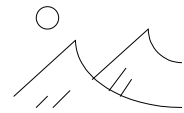




**Anchorage School District Microcomputer Applications Pre/Post Test**  
**Created by Your Name on xx/xx/xx (today's date)**




This assignment serves as a pre/post test for Microcomputer Applications 1. In creating this document, students will use several software applications and techniques covered throughout the class.

1. Operating systems -

- a. Power up the computer and start the operating system.
- b. Look for the appropriate software to complete this test.
- c. Enter the amount of RAM your computer has here (including units):
- d. Enter the size of your primary hard drive of your computer here (including units):

2. Software applications - Using a software program of your choice:

- a. Create an exact copy of this document (there is a text-file saved on the server with all of this text typed already.)
  - 1) Use any clip art on the left of the heading of this page. Place it in the same place as the example.
  - 2) Duplicate the picture on the top right of this page with a free hand drawing.
  - 3) The chart of grades should be done with a spreadsheet program with equations to find the totals and averages.
  - 4) Don't forget to make the un-Pacman! 
- b. From your spreadsheet, make a bar graph showing the data.
- c. Save your spreadsheet with the graph still showing in the "normal" location with the specified name.<sup>1</sup>

3. Telecommunications –

- a. Load an Internet browser program.
- b. Use a search engine and find an appropriate photograph of a polar bear (or other animal/item as directed by your instructor).
- c. Place your polar bear here.
- d. Include the URL to give credit for your source.  
 URL: <http://www.xxx.com/xxxxx.htm>



4. Saving and printing files

- a. Save this file in the "normal" location with the specified name.<sup>2</sup>
- b. Print a copy of this file and turn in. Make sure that it is only one page long and that only one page prints.

	<u>Grades</u>			<u>Total</u>	<u>Average</u>
	<u>10-Sep</u>	<u>17-Sep</u>	<u>24-Sep</u>		
Computer	95	90	94	279	93
English	75	79	86	240	80
History	75	90	75	240	80
Math	98	97	99	294	98
Music	100	97	94	291	97
Science	92	93	91	276	92
Overall Average					90

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<sup>1</sup> The "normal" location is wherever you normally save files, either on a disk, your hard drive, or your folder on the server. The specified name is YourLastname\_Firstname SSPage

<sup>2</sup> YourLastname\_Firstname PPTest