

WCC Distance Education: Student Assessment

*Advisors, please complete this assessment with any advisee interested in registering for a distance education course. It will assist in determining whether the student has the abilities and technical resources to succeed in online learning. Be prepared to discuss the results with your advisee. **Please forward a copy of this checklist to the course instructor(s).***

Student Name: _____ WCC College ID#: _____

Course Number and Title: _____ Instructor: _____

- The student has **satisfactorily completed or tested out of RED 090.**
- The student has **satisfactorily completed any additional prerequisites for the online course.**
- The student indicates that he/she has access to a reliable computer and an Internet connection.

The student indicates that he/she has the following skills/abilities:

- | | |
|--|--|
| <input type="checkbox"/> Can use an Internet browser. | <input type="checkbox"/> Can download and upload files from the Internet. |
| <input type="checkbox"/> Can conduct Internet searches using various search engines. | <input type="checkbox"/> Is comfortable accessing course materials on the Internet. |
| <input type="checkbox"/> Can compose, send, and receive email with attachments. | <input type="checkbox"/> Has the time needed to keep up with the course assignments. |
| <input type="checkbox"/> Can use word processors (specifically MS WORD). | <input type="checkbox"/> Has the ability to remember logins. |
| <input type="checkbox"/> Can save files in various formats. | <input type="checkbox"/> Is comfortable working independently. |
- The student understands that he/she is responsible for obtaining and installing any software required by the course.

NOTE: Students must access the course and complete initial assignments within the first 48 of the day the class is scheduled to start.

Please sign or type in your name to signify that you have reviewed the checklist.

Date: _____ Student: _____

Course: _____

Advisor Comments: _____