Computer Applications Assessment Test

General Information:

The introductory computer applications course offered at NHTI is PC Applications, IST102C. The purpose of this assessment test is to help you and your department head decide which of the following is the best option for you.

<table>
<thead>
<tr>
<th>If your Assessment Score is:</th>
<th>You may consider:</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 – 100% AND &gt;50 on LASSI assessment</td>
<td>Testing out of the course by taking the Challenge Exam or enrolling in one of the Accelerated Sections (see descriptions below)</td>
</tr>
<tr>
<td>30 – 100%</td>
<td>Enrolling in one of the Traditional Sections (see descriptions below)</td>
</tr>
<tr>
<td>0 – 30%</td>
<td>Enrolling in the Extended 4 hour Traditional Section (see description below)</td>
</tr>
</tbody>
</table>

**Test Out**

**Challenge Exam** – student can demonstrate previous experience in Word, Excel, PowerPoint, and Windows. If at all possible, take this exam before registering for classes. Exams are scheduled by appointment only. Contact Professor Debbi Remillard at dremillard@ccsnh.edu or (603) 271-6484 ext. 4285.

**Accelerated Sections**

**100% Online** – student should be self-motivated, organized, and comfortable working on computers. Assignments are completed outside of class or off campus and submitted to instructor using Blackboard. These options are offered during all terms, in both full semester and half-semester formats (IST102CA-ZZ designation)

**One-week Intensive (day only)** – class meets for 5 full consecutive school days. Student needs to be comfortable working on computers, able to pick up on new concepts quickly, and responsible for completing work independently after class sessions are over. These sections are offered in January and during the summer. (IST102CA-H designation)

**One-hour class (day only)** – class meets for 50 minutes once a week for a full semester. Student needs to be comfortable working on computers independently, as all assignments are completed outside of class. This section is offered Fall semester only. (IST102CA-1 designation)
Half-semester class (day only) – class meets 3 hours once a week for half the semester (offered both 1st and 2nd half). Student needs to be comfortable working on computers, able to pick up on new concepts quickly, and able to complete work outside the class. These sections are offered Fall and Spring semesters. (IST102CA –F1 or L1 designation)

Traditional Sections

Regular 3 hour block (day & evening) – student does not need any previous experience working on computers. Assignments are explained by instructor and may be completed with or without instructor present. During the Fall & Spring terms, these sections meet 3 hours once a week for a full semester. (IST102C-? designation)

Extended 4 hour (day only) – student does not need any previous experience working on computers. Assignments are explained by instructor and may be completed with or without instructor present. During the Fall & Spring terms, these sections meet 2 hours twice a week for a full semester. This allows more time with the instructor and more time in class to work on assignments. (IST102CX designation)