

**UCCS School of Education
Educational Leadership Program
Competencies in Technology**

Computer/Technology Literacy Endorsement Guidelines	List of Artifacts	Student and Faculty Initials
Demonstrates the ability to operate a computer system in order to successfully utilize software		
Evaluates and uses computers and related technologies to support the instructional process		
Applies current instructional principles, research, and appropriate assessment practices to the use of computers and related technologies		
Explores, evaluates, and uses computer technology-based materials, including applications, educational software, and associated documentation		
Demonstrates knowledge of uses of computers for problem solving, data collection, information management, communications, presentations, and decision making		
Demonstrates knowledge of multimedia, hypermedia, and telecommunications activities		

Demonstrates skill in using productivity tools for professional and personal use, including word processing, database, spreadsheet, and print/graphic utilities		
Demonstrates knowledge of equity, ethical, legal, and human issues of computing and technology use as they relate to society and model appropriate behaviors		
Identifies resources for staying current in applications of computing and related technologies in education		
Uses computer-based technologies to access information to enhance personal and professional productivity		
Applies computers and related technologies to facilitate emerging roles of learners and the educators		
Demonstrates knowledge of uses of		

computers and technology in schools		
Demonstrates functional knowledge of terminology associated with educational computing and technology		
Demonstrates knowledge of the ethical, legal, and human issues associated with use of computers and related technologies and models appropriate behaviors		
Uses sources of information about computers and technology for professional development		

Demonstrates functional knowledge of word processing, desktop publishing, spreadsheets, database management, integrated packages, graphics programs and utilities, and teacher utility tools		
Demonstrates knowledge of utilization of applications tools to support and enhance the curriculum and develop problem solving skills		
Demonstrates functional knowledge of telecommunications tools and resources		
Demonstrates functional knowledge of the utilization of telecommunications for information sharing, remote information access and retrieval, broadcast resources, and distance learning		
Demonstrates functional knowledge of multimedia and hypermedia tools and resources		
Demonstrates knowledge of application of information access and delivery tools to support and enhance the curriculum and develop problem solving skills		
Demonstrates knowledge of configuration of computer/technology systems and related peripherals into laboratory, classroom cluster, and other appropriate instructional arrangements		

Demonstrates knowledge to support development of laboratory policies, procedures, and practices		
Demonstrates functional knowledge of evaluation, selection, and development of recommendations for purchasing software to support and enhance the curriculum		
Demonstrates knowledge of procedures for evaluation, selection, and development of recommendations for purchasing computer/technology systems		
Demonstrates knowledge of procedures for the organization, management, and security of hardware and software		
Demonstrates functional knowledge of methods and strategies for teaching the use of information access and delivery tools		
Describes observations and/or teaching experiences in lab and classroom settings involving computers and related technologies		