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## Pre-Competency Questionnaire

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**You need a username and password to access Tumblebooks. \***

- True
- False

**Which of the following is NOT an application? \***

- Microsoft Excel
- Windows 7
- Outlook Express
- Adobe Photoshop

**List two common web browsers. \***

**What is the keyboard shortcut for "copy"? \***

**List three search engines. \***

**What is the difference between a search engine and a search directory? \***

**What is the difference between the internet and the world wide web? \***

**Which program is needed to open a .pdf file? \***

**Using Google, you can search the invisible web. \***

- True
- False

**If a patron asks for a particular image, where would you start your online search? \***

**One which social networking sites does the library currently maintain a presence? (Check all that apply.)**

- Facebook
- Flickr
- Skype
- Twitter
- YouTube
- LinkedIn

**You can make donations to the library via credit card from our website. \***

- True
- False

**You can check your library email from home. \***

- True
- False

**What is the file extension for a Microsoft Word document? \***

**What is the default time limit for patron computer use? \***

**If you need to contact the IT department at the Library System, what is the email you would use? \***

**The library's computers support floppy drives. \***

- True
- False

**What is the name of the library's wireless network? \***

**If a patron would like, they can change the library's website to Russian. \***

- True
- False

**You can find movie reviews on the library's website. \***

- True
- False

**In which month does the Friends' Annual Book Sale take place. \***

**Which of the following can you find on our website? (Check all that apply.)**

- Online Book Club
- Downloadable Audiobooks
- The names and emails of library staff
- An application for volunteering
- Resources for homeschooling parents
- A map of Ephrata
- Applications for meeting rooms
- Information about gift books

**How much does the library charge to proctor an exam? \***

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