

How to access Northstar

To initially access Northstar, you must be invited via email.

Once you receive an email from Northstar Digital Literacy, open the email and Click Yes...

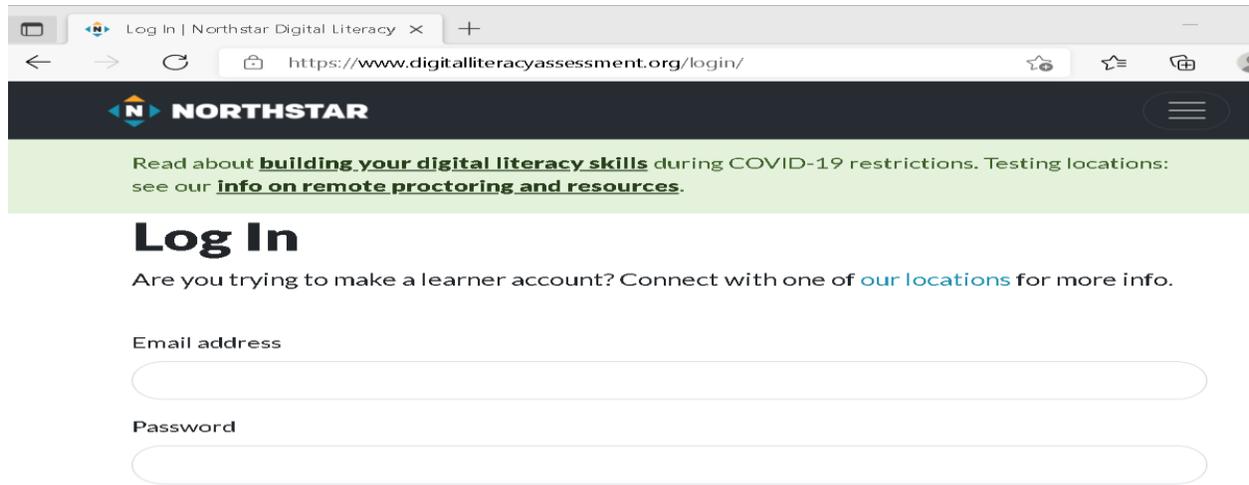


You will receive a prompt to Enter a new password.

After you input the new password your screen will redirect to the below website for login

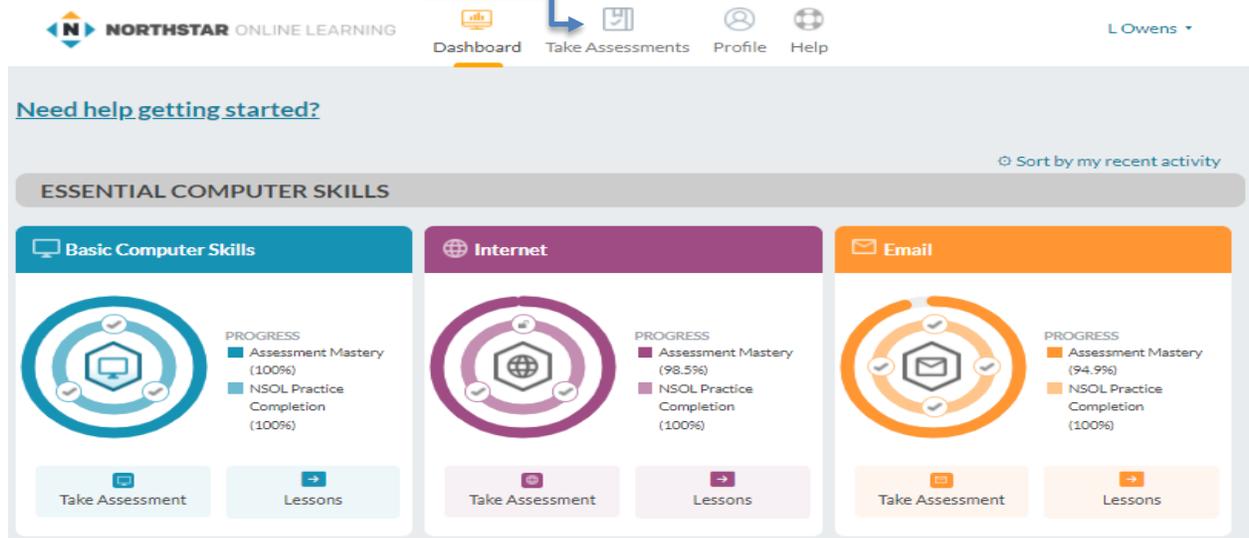
www.digitalliteracyassessment.org

Enter your email address and new password and click enter.



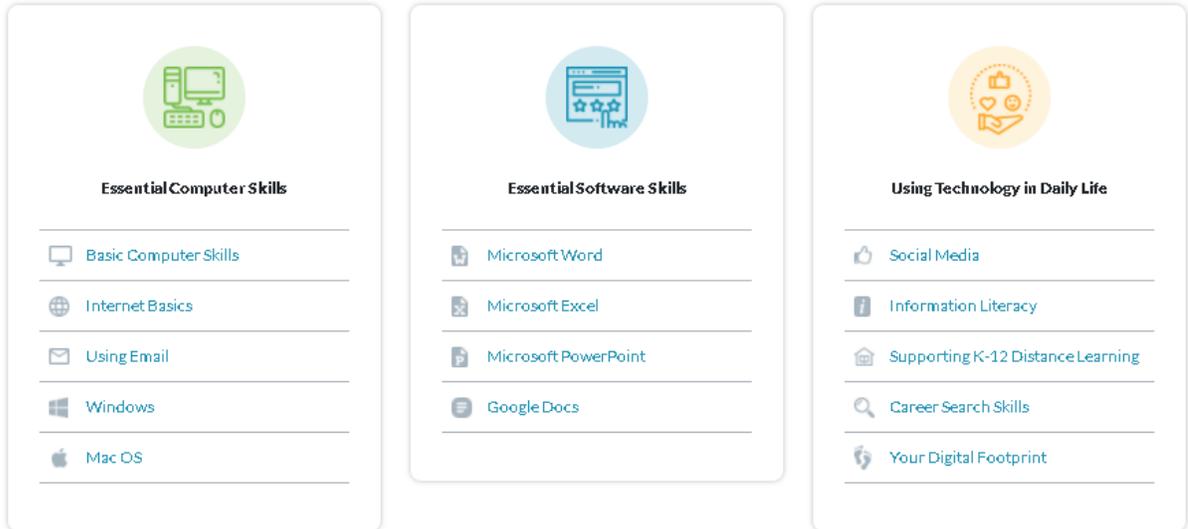
How to take an Assessment –

1. Click **Yes** for Hope TEC virtual location
2. Click Take Assessment



Northstar Access and Assessments

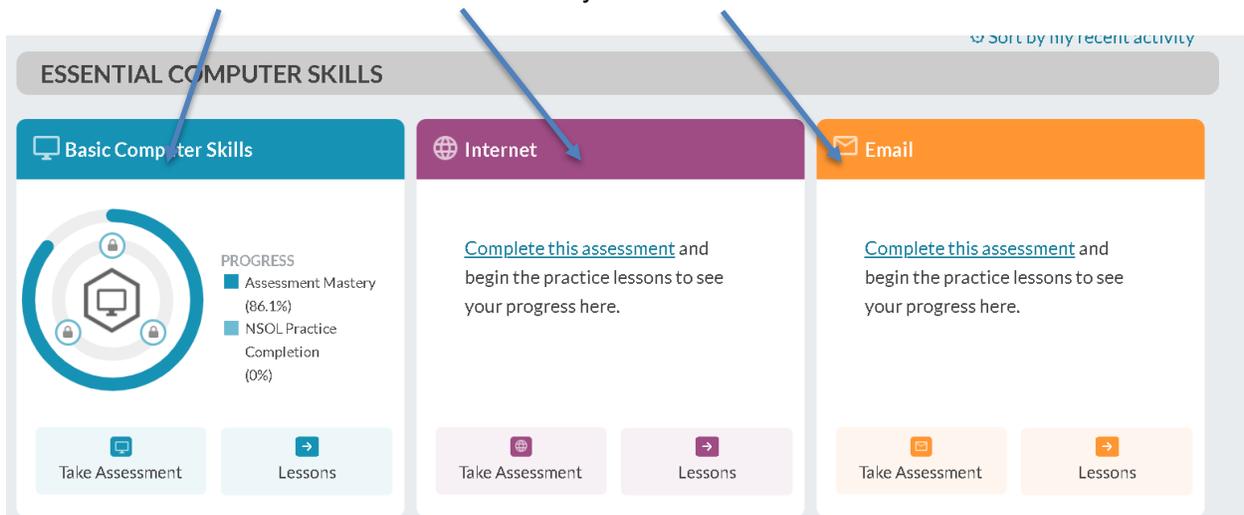
2. Click one of the below categories, such as, Basic Computer skills, Internet basics, Microsoft Word and more.



3. Follow the screen prompts to complete the assessment,
4. When you hear music, click the blue **NEXT** button.
5. Watch the orientation video.
6. You are now ready to take the assessment.
7. Press the blue Start Now button.

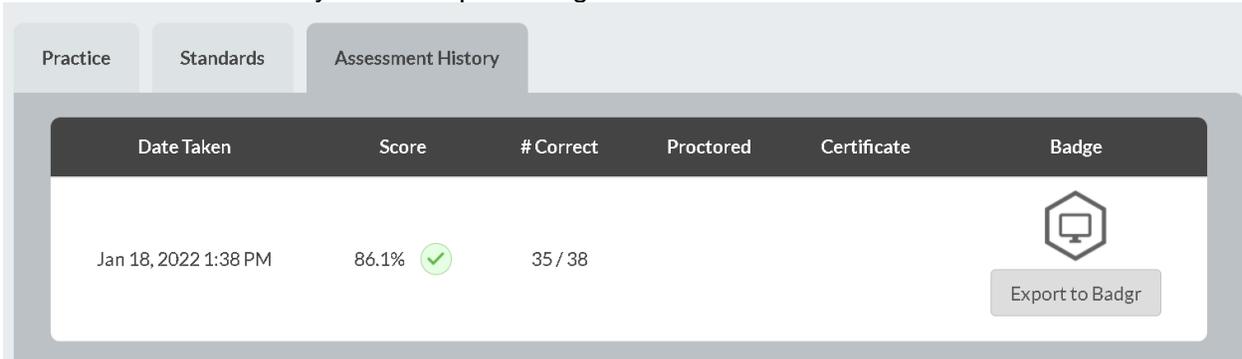
How to Review an Assessment

1. Go to www.digitalliteracyassessment.org
2. Login
3. Click No, I am somewhere else
4. Click on the Name of the skill you want to select



Northstar Access and Assessments

- 5. Scroll down and click Assessment History
- 6. Click the your score percentage number



- 7. Scroll down to view
The left side of the screen displays the mastered skills, and the right side display the skills to improve.
- 8. On the right side of the screen, click each practice icon Practice to review skills to improve.

MASTERED SKILLS

You answered all questions correctly for the skill standards below

- 1 Distinguish between different types of devices (tablets, desktop and laptop computers)
- 2 Identify specific computer hardware (system unit, monitor, printer, keyboard, mouse or touchpad, ports, touchscreen)

SKILLS TO IMPROVE

You answered one or more questions incorrectly for the skill standards below

- 3 Log on to and shut down a computer
- 5 Identify types of mice: mouse and touchpad
- 15 Identify mechanisms for storing files (flash drives, hard drives, cloud-based storage)

Northstar assessment breakdown:

The Northstar assessment is a exam for participants to complete before starting a course. The quiz is a **pre-assessment** to measure a learner's knowledge before completing the class and can be completed off-site without an instructor.

The same assessment is completed after the course and is **post-assessment**; however, the assessment is administered with an instructor's presence through the Northstar tool as a **proctored** exam to validate the student's knowledge. Upon completing the proctored assessment, the learner earns a badge and certificate..