

Overview of CYC Participant Curriculum

As of November 1, 2010

Training for CYC Participants

CYC Corp Members will provide classroom instruction to CYC participants while also working directly with the participants to reach sustainable broadband adoption.

Local Working Groups and Lead Community Agencies (LCAs) choose from the identified sources of curriculum or use alternate sources of curriculum that best meets the needs of their target population.

CYC participants receive approximately 25–30 hours of in classroom training and one on one discussions with CYC Corps Members. The in classroom training is approximately 15 hours. Hours per class will vary per site depending upon curriculum chosen, instructor style and students.

Each module begins with a slide presentation. Each module may include links to online activities, handouts and/or additional resources.

CYC Pathways

•*HomeConnect Standard Path*

For the majority of participants who will:

- Complete all Fundamental Training Modules.
- Complete all HomeConnect Training Modules.
- Complete a minimum of 5 hours of Elective Training Modules.

•*HomeConnect Accelerated Path*

For participants that demonstrate computer literacy skills through a computer literacy assessment and will:

- Complete some Computer Literacy modules, based on their computer literacy assessment results.
- Complete all Digital Literacy Training Modules.
- Complete all HomeConnect Training Modules.
- Complete a minimum of 5 hours of Elective Training Modules.

• *CommunityConnect Path*

For a limited number of participants who will utilize community technology and broadband resources due to access or financial limitations and will:

- o Complete all Fundamental Training Modules.
- o Complete HomeConnect Training Modules at the LCAs discretion.
- o Complete a minimum of 5 hours of Elective Training Modules.

A list of Training Modules, including links to the module files are located on the CYC website <http://connectcommunity.org>.

Introduction Training Module

Course – Introduction to CYC

- o Module – Intro

Fundamental Training Modules

Computer Literacy

Course – Computer Basics

- o Module 1A – Mouse Basics
- o Module 1B – Keyboard Basics
- o Module 1C – Basic Hardware (Anatomy of a Computer)
- o Module 1D – Windows Operating System
- o Module 1E – Data Storage & File Extensions

Course - Internet Basics

- o Module 2A – How to Use a Browser
- o Module 2B – Web Based E-mail

Course – Overview of Common Office Suites

- o Module 6A – Microsoft Office
- o Module 6B – Open Office

Digital Literacy

Course – Online Search and Information Literacy

- o Module 3A – Search Techniques
- o Module 3B – Evaluating Online Sources

Course – Computer Security

- o Module 4A – Viruses & Spyware

Course – Personal Security

- o Module 5A – Online Privacy
- o Module 5B – Online Identity

HomeConnect Training Modules

CYC Corp Members will provide approximately 5 hours of in class instruction to HomeConnect participants. CommunityConnect participants may opt to take these modules. Module 7E is not a training module. It is a planning module to help the participant obtain, use and continue to have access to broadband.

HomeConnect

Course – HomeConnect

- o Module 7A – Purchasing a computer
- o Module 7B – Broadband Service
- o Module 7C – Downloading and installing software
- o Module 7D – Home computer maintenance
- o Module 7E – Sustainable Broadband Plan Development

Electives Training Modules

A list of possible Electives is located on the CYC website. The list includes recommended curriculum of either existing free online curriculum or Electives modules created by CYC. The list will continually be updated.

Participants will receive a minimum of 5 hours of Electives to recognize broadband is relevant to their lives. Each LCA selects the Electives most relevant to their target populations.

Recommendations:

Each LCA establishes a minimum of 30 hours of Elective Courses in order to provide a variety of electives to participants.

Encourage more advanced participants to take free online courses offered by 3rd parties such as <http://www.gcflernfree.org/>.