

International ICT Competitions III for Increasing the Quality of Secondary Education

21 - 25.11.2022

Nový Jičín (Czech Republic),
Nowy Targ (Poland)



IT courses

You are a manager of an IT training company. You are preparing some new courses for the upcoming season. Your company data is:

Training-in-progress

14 Apple Street

344-00 Novy Jicin

www.14apple.com

myname@14apple.com



Your task is to prepare some documents / forms / video tutorials for new students.

Please read all the instructions below to make sure you fully understand what you are expected to do. Create a folder on Google Drive, name it with your surname, and save all your documents in this folder. Remember that your time limit is 90 minutes.

1. Create an entry questionnaire using Google Form, questionnaire should contain at least following information. You can add your own questions, if this could help you. Use single and multiple choice answers, checkbox, short and long answers, scale etc.
 - Name of the applicant
 - E-mail address
 - Age of the applicant
 - Gender of the applicant
 - General interests of the applicant
 - Forms of spending free time
 - Time availability (weekdays, weekends, evenings)

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- Level of IT proficiency
 - Level of English proficiency
 - Level of proficiency of other languages
 - Interests in the field of IT
 - Ability to work “on-line” and “in-office”
 - Type of a course the applicant is interested in
 - Your strengths and weaknesses
2. Create a poster using Google Drawings. Poster should contain general information advertising proposed IT course, including company name, address and logo. Use some graphics like images, shapes, smileys, etc to improve the visibility of the poster. You may use other available software to do the task.
 3. Create a video tutorial using available software (Windows Photo viewer/editor). Use 4 prepared files, cut them if necessary, edit the movie, add title and end scene, add some texts and some visual effects to connect clips. You may use other available software to do the task.