



## Module I

## DIGITAL LITERACY

Learning Objective	Learning Outcome
<ul style="list-style-type: none"><li>• To enhance students' knowledge and skills in working with computers &amp; other devices</li><li>• To introduce them to the basics of internet and how to be safe while using it</li><li>• To make students computer literate, thereby enabling them to create and innovate using technology</li></ul>	<ul style="list-style-type: none"><li>• Would have understood the basics of computers, and learnt how to use basic computer applications for collaboration like presentation, word processing, spreadsheets and multimedia applications</li><li>• Would have become adept at using internet search, email and various social media platforms and will be able to communicate, collaborate and create things like resumes, flyers, invitations, budgets etc. through hands-on activities</li><li>• Would have become cyber safe and will be able to protect themselves online.</li></ul>

### About Digital Literacy

Digital literacy is the ability to use information and communication technologies to find, evaluate, create, and communicate using both cognitive and technical skills.

It includes knowledge, skills, and behaviour involving the effective use of digital devices such as smartphones, tablets, laptops and desktop PCs for purposes of communication, expression, collaboration and advocacy. While digital literacy initially focused on digital skills and stand-alone computers, the focus has now shifted to network devices including the internet and social media.

We recommend you to not confuse digital literacy with its earlier versions of computer literacy and digital skills. Computer literacy refers to knowledge and skills in using traditional computers, such as desktop PCs and laptops whereas digital skills is a little more contemporary term and includes the practical abilities in using digital devices, such as laptops and smartphones.

A digitally literate individual however possesses a much wider range of digital skills, knowledge of the basic principles of computing devices, and skills in using computer networks. The individual has the ability to engage in online communities and social networks and is able to find, capture, and evaluate information.<sup>1</sup>

In simple words, we can also define digital literacy as the ability of individuals and communities to understand and use digital technologies for meaningful actions within life situations.

We would like to share here that this is an optional module and can be referred and used as and when required or if the students feel a need for it.

<sup>1</sup> [https://en.wikipedia.org/wiki/Digital\\_literacy](https://en.wikipedia.org/wiki/Digital_literacy)

For the ATL initiative to be successful, it is imperative that the students have a prior knowledge or a certain degree of digital literacy as future projects would involve a lot of activities that would need them to use computers proficiently. In one of the later modules, they would be exposed to programming and connecting other technical components together to create projects and prototypes, and thus it is essential for them to have a working knowledge of using computers.

In order to determine the level of Digital Literacy in the class, we suggest asking students the following set of questions:

- Have you seen a computer? Do all computers look the same?
- Have you used a computer before?
- Have you heard about the internet? Have you used it before?
- Do you know how to create an email ID? Do you have an email ID?

Based on the responses, we would suggest you to share the details of the Online Digital Literacy Module.

## Brief about the Online Digital Literacy module

Digital literacy is a necessity today to complement, and jointly contribute to development and growth with equity. Access to technology and the internet plays a huge role in driving personal growth, expanding livelihood opportunities, and enhancing incomes and productivity.

The module has been designed to give youth and adult learners the opportunity to improve their social and economic self-sufficiency through digital literacy. It teaches participants, with little or no prior computer experience, basic computer skills that are relevant and will be useful in their daily lives.

## Brief about the Digital Wellness module

The internet today is an indispensable part of our lives. This makes it important for us to know not only how to protect ourselves but also be discerning about the online activities we participate in, what we read and watch, and how we conduct ourselves.

The internet opens several opportunities that you would never be able to avail otherwise. You can see places you have never travelled to, communicate with friends across the globe, get information on anything anytime, and create an online reputation that allows you to present yourself as you desire to be seen by the world. However, with all of these come risks. You may stumble across a website that displays inappropriate content, your email or social networking account could be hacked and misused, someone could misinterpret what you posted and respond with hurtful comments, or you could be embarrassed by photos or information that gets associated with your online profile. It is therefore very important to know how you can avoid risks and keep yourself safe on the web.

This curriculum will make you aware of the benefits and dangers of using the internet; nurture a strong character through cyber wellness values; familiarize you with types of cyber threats, consequences and protective measures; prepare you to make responsible and informed decisions in cyberspace.

### Note for the facilitator

- Please refer the students to the link for Digital Literacy - <https://easystepsonline.intel.com/>
- Please refer the students to the Digital Wellness curriculum in the pen drive