

Adult Computer Classes

Computer Basics
Word * Excel * PowerPoint



Reflecting on the Impact

Our small, part-time digital literacy program has a big impact on the lives of the students who come to us and complete instruction. As we reflect on student engagement and outcomes for a period of approximately 30 months from April 2018 to September 2021, we are proud of what we've done. We are even more proud of our students who would not stop trying, even when it was scary and uncertain, such as it was for all of 2020. Like everyone else, we experienced about a 6-month interruption in operations due to the COVID-19 pandemic. We were almost completely inactive from March to September 2020. It was devastating. And yet, we remain committed to doing whatever we can to be available and responsive to those who come for instruction.

People have come from many different backgrounds and for a variety of reasons. Some had work goals – some did not. Since obtaining a certificate for skills attained is optional, a number of students chose not to pursue this as an outcome. Their goals were for their own personal satisfaction and the reward of having a better grasp on technology and finally feeling confident enough to begin incorporating it into their daily lives. These are our students:

- Ages ranged from 25 to 89
- All socio-economic backgrounds were represented
- People were referred by word-of-mouth, County offices, local churches, small and large businesses
- Most had previously participated in a computer class and either did not complete the class or did not retain the information adequately to apply skills learned after instruction.
- 62 assessments were proctored for 32 individuals completing multiple instruction modules
- 56 assessments met the required passing score; students earned the nationally recognized Northstar Digital Literacy Certificate
- 24 individuals sought instruction for employment / professional development reasons
- 16 individuals were unemployed and actively job searching at the time of instruction; 8 of those individuals became employed after completing instruction, although we do not engage in job placement
- 14 individuals came to satisfy personal, non-work goals for better understanding and use of technology
- 12 individuals received financial support for instruction from an employer or community organization
- 11 individuals were entrepreneurs / business owners needing computer skills development
- 3 individuals ultimately became volunteers for us in clerical, administrative and instruction support positions

- 14 industries were represented by individuals receiving instruction (accounting/financial services, retail, healthcare, construction management, human services, law enforcement, real estate/property management, food service/restaurant, banking, environmental services, education, hotel/hospitality, public transit, pharmaceuticals)

- Instruction is provided in 6-week sessions which are scheduled at intervals throughout the year with classes meeting twice a week in small groups.

As we continue to navigate challenges associated with the COVID-19 Pandemic, our goal is not only to stabilize operations and continue our work - but to scale up and expand. The need for skills instruction increased significantly during 2020 and 2021. For various reasons, we were unable to respond to all of the

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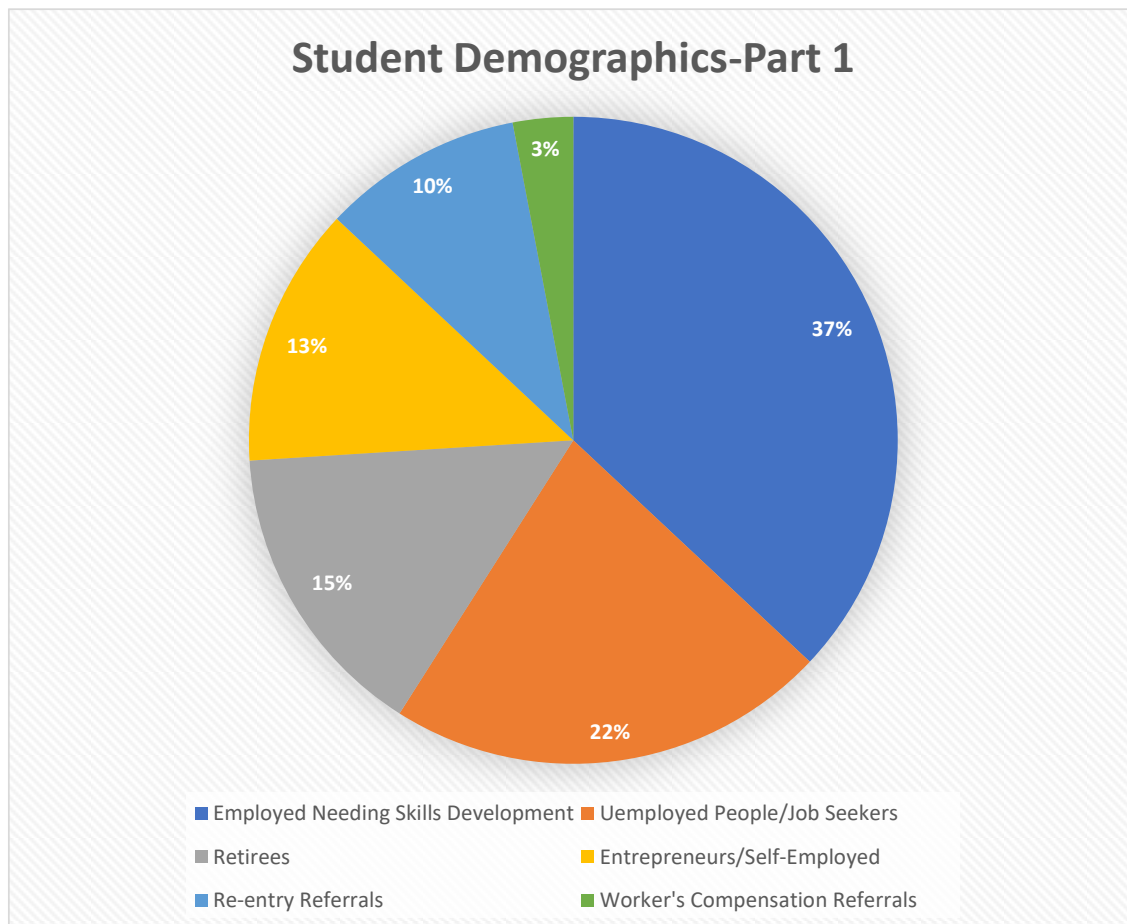
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individuals who contacted us for instruction. We hope to reach a larger number of individuals who need customized, competency-based digital skills instruction beyond our immediate Solano community. We are now providing instruction remotely, LIVE on Zoom at the basic and intermediate level in the following competency areas:

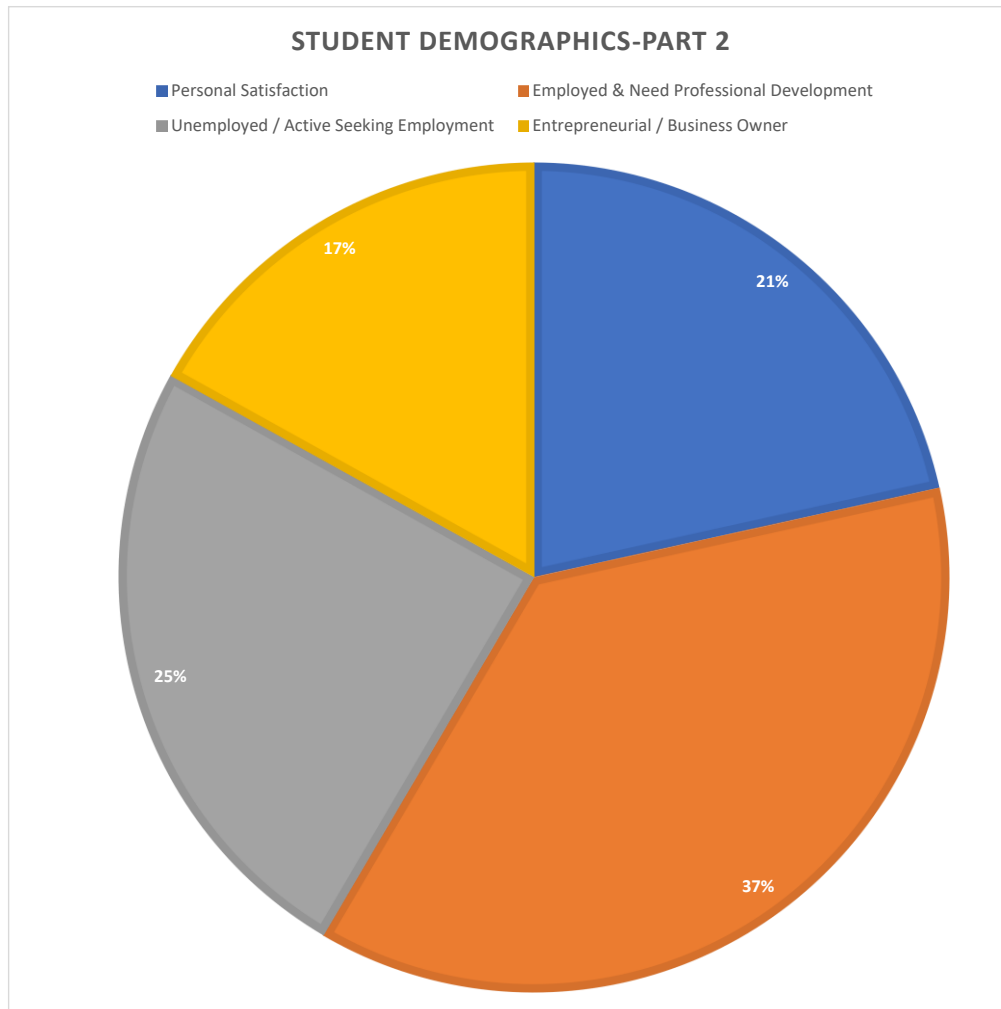
- Zoom Basics
- Computer Basics (the operating system, creating and managing digital files, mastering 6 ways to use the mouse)
- Internet and Email Basics
- Introduction to Microsoft Word, Excel and PowerPoint

Please see the [California EDGE Coalition's](#) 2019 Publication about the role of competency-based education (CBE) as an effective strategy to upgrade the skills of California's workforce. Find us on page 6, featured as one of just a few nonprofit organizations providing this kind of short-term, targeted instruction and awarding certificates for competencies gained. Our customized, personalized instructional strategies are consistent with national best practices for helping people to successfully become more competent in the use of technology.



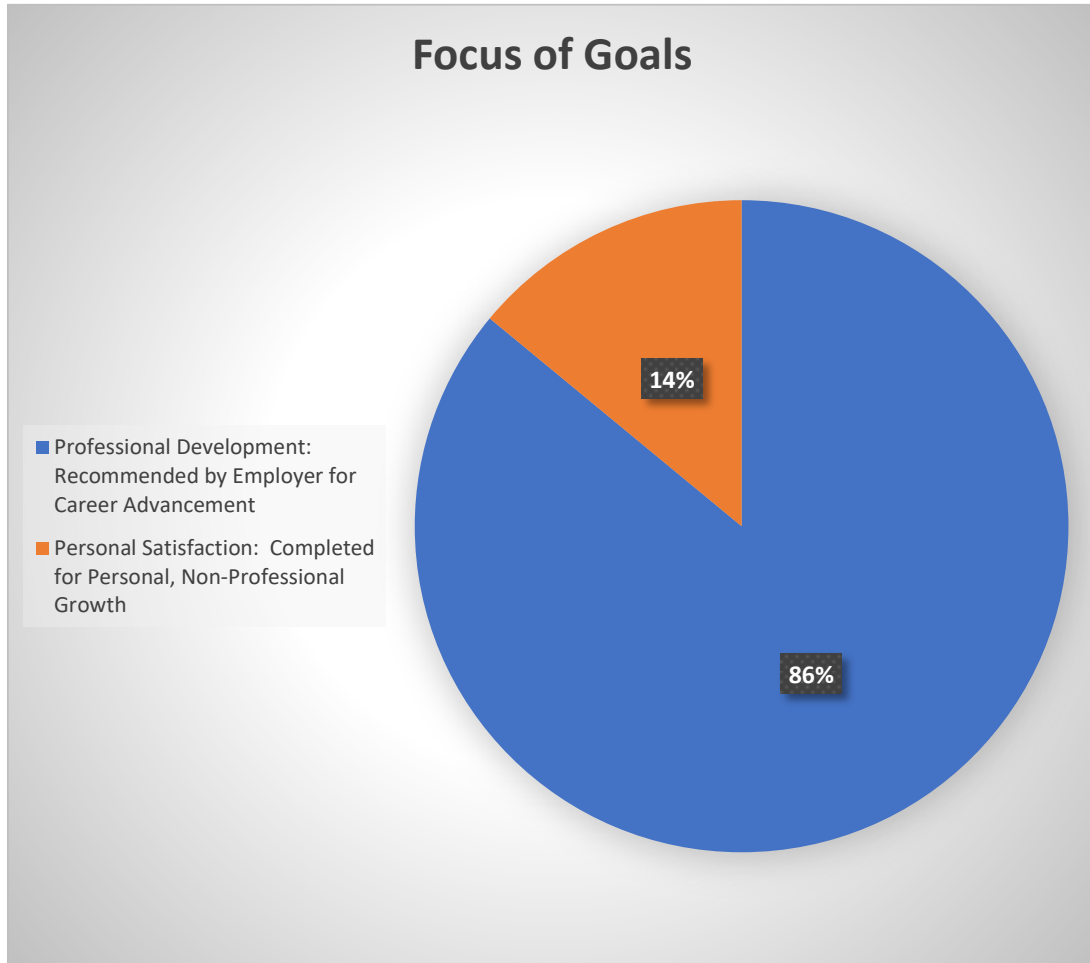
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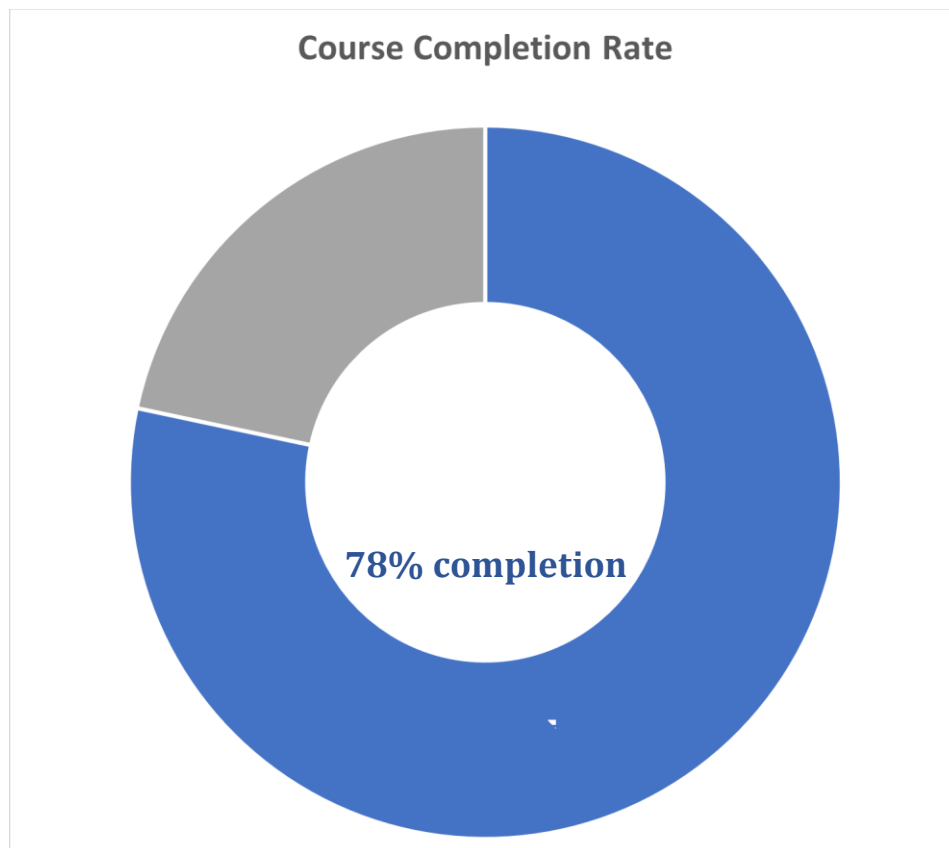
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