• INTRODUCTION

LINC Level vs. Software Level

Each LINC level lists the computer skills that a learner needs to accomplish for that level. The suggested skills are the minimum set of skills that a learner must master. Since learners have diverse abilities and backgrounds, it is possible to have some whose computer skills exceed their language abilities. As a result, you may find that you need to teach at a higher or lower level than recommended in this guide. Use the Computer Skills Checklist in the Additional Resources section to assist you in evaluating your learners' computer level. Teach the skills that your learners are comfortable with, NOT the recommended LINC level if your learners' skill levels are lower. For example, after evaluating your LINC Three class, you may decide that they need to start at LINC One computer level. As a LINC Instructor, ensure that learners can comfortably use the features of the software in a specific level. It is at your discretion whether to teach the skills listed in higher levels. The following table illustrates an overview of the skills recommended for each software package. See Skills Checklist for a more detailed list.

	LINC One	LINC Two	LINC Three	LINC Four	LINC Five
MS Word	Screen, keyboard, mouse	Selection, text enhancement	Formatting, editing tools	Columns, images, tables	Editing columns and pictures, ruler
Windows 95	Start, shutdown, parts of a window	Task bar, help	Dialogue box, customizing Windows	Teacher mode, My Computer	Windows Explorer, Network Neighborhood
Explore Canada	Introduction to program	Presentation window, mouse tutorial, writing pad, print	Tutorial, dictionary, cut and paste	Level 2, Test	About Canada, Help
Tense Buster	Introduction to Program, selecting exercise	Log in, marking exercise, printing	Types of exercises, scratch pad	Feedback, vocabulary, progress	All functions in levels 1-5
Ellis Intro	Main menu, vocabulary review	Script page, recorder, practice items, games	Log in, role play, test		
Ellis Middle and Senior				Main menu, lesson menu, grammar guide, games	Main menu, lesson menu, grammar guide, games
Ellis Master Pronunciation	Main menu, pronunciation window, recorder	Minimal pairs, speech acts	Speech acts review buttons, help	Master tutor	Tongue twisters

The Skills Checklist in each LINC level expands on the one in the previous level; e.g., LINC Two checklist expands on the skills in LINC One. The new skills at each level appear highlighted. The suggested activities complement the curriculum content and reinforce the software skills discussed in that level.

COMPUTER ASSISTED LANGUAGE LEARNING