

## DIGITAL LITERACY QUESTIONNAIRE – Language Teachers

Thank you for your participation in answering this questionnaire. Your responses will be treated in strict confidence and individuals will not be identified in any report or publication. Please answer all questions as accurately as you can.

### SECTION I

➤ For each question, please mark your response with a tick (✓), unless otherwise indicated. For ‘Other’ responses, provide a brief response.

**Q1. Gender**

Male

Female

**Q2. Age (please specify)**

years old

**Q3. Language(s)/subject(s)/course(s) you teach**

**Q4. Where do you work?**

Kindergarten

Secondary school

University

Private tutor

  
  
  


Primary school

Technical college

Private language school

Other (please specify)

  
  



**Q5. How long have you been working as a teacher?**

year(s)

**Q6. How long have you been using computers?**

year(s)

**Q7. What type of computer have you used? Please fill out the following table.**

Type of computer	Length of time	Purposes
<i>Example: Desktop PC (Windows)</i>	<i>1 year</i>	<i>Personal use at home, word processing, email</i>
<i>Example: Laptop Macintosh (OS X)</i>	<i>6 months</i>	<i>Computer lab at school, email, web search</i>

**Q8. Who taught you how to use the computer in the first place?**

Teacher/trainer

Friend

Book

Video

  
  
  


Colleague

Family

Magazine

Yourself

Other (please specify)

**Q9.** What type of mobile device do you own? Please fill out the following table.

Type of mobile device	Length of time	Purposes
<i>Example: Electronic dictionary</i>	<i>2 years</i>	<i>Studying at home and school</i>
<i>Example: Smartphone (Galaxy S5)</i>	<i>1 year</i>	<i>Phone calls, email, listening to music</i>
<i>Example: Tablet computer (iPad)</i>	<i>10 months</i>	<i>Web search, watching videos, playing games</i>
<i>Example: Laptop (Microsoft Surface)</i>	<i>6 months</i>	<i>Assignments, lecture notes, web search</i>

**Q10.** How do you find out about new digital technologies? Please tick (✓) all that apply.

Teachers	<input type="checkbox"/>	Colleagues	<input type="checkbox"/>
Friends	<input type="checkbox"/>	Family	<input type="checkbox"/>
Books	<input type="checkbox"/>	Magazines	<input type="checkbox"/>
Newspapers	<input type="checkbox"/>	TVs	<input type="checkbox"/>
Radios	<input type="checkbox"/>	Websites	<input type="checkbox"/>
Blogs	<input type="checkbox"/>	Email lists	<input type="checkbox"/>
Social networks	<input type="checkbox"/>	Other (please specify)	<input type="text"/>

## SECTION II

**Q11.** How would you rate your typing skills? Please tick (✓) one that best applies.

Very Poor	<input type="checkbox"/>	Poor	<input type="checkbox"/>
Acceptable	<input type="checkbox"/>	Good	<input type="checkbox"/>
Very Good	<input type="checkbox"/>		

**Q12.** How would you rate your web search skills? Please tick (✓) one that best applies.

Very Poor	<input type="checkbox"/>	Poor	<input type="checkbox"/>
Acceptable	<input type="checkbox"/>	Good	<input type="checkbox"/>
Very Good	<input type="checkbox"/>		

**Q13.** How would you rate your computer literacy (the ability to use the computer)? Please tick (✓) one that best applies.

Very Poor	<input type="checkbox"/>	Poor	<input type="checkbox"/>
Acceptable	<input type="checkbox"/>	Good	<input type="checkbox"/>
Very Good	<input type="checkbox"/>		

**Q14.** How would you rate your Internet literacy (the ability to use the Internet)? Please tick (✓) one that best applies.

Very Poor	<input type="checkbox"/>	Poor	<input type="checkbox"/>
Acceptable	<input type="checkbox"/>	Good	<input type="checkbox"/>
Very Good	<input type="checkbox"/>		

**Q15.** How would you rate your digital literacy (the ability to use digital technologies)? Please tick (✓) one that best applies.

Very Poor

Poor

Acceptable

Good

Very Good



### SECTION III

**Q16.** Please respond to each of the following questions by putting a tick (✓) in the box at the appropriate spot: 'Yes' or 'No'.

		Yes	No
1	Do you understand the basic functions of computer hardware components?		
2	Do you have a personal homepage or a personal portfolio on the web?		
3	Do you use keyboard shortcuts?		
4	Do you use the computer for teaching purposes?		
5	Do you find it easy to learn something by reading it on the computer screen?		
6	Do you find it easy to learn something by watching it on the computer screen?		
7	Do you use social networking services?		
8	Do you have any online community you regularly visit?		
9	Do you feel competent in using digital teaching resources?		
10	Do you have mobile apps you use for language teaching purposes?		

**Q17.** Please respond to each of the following questions by putting a tick (✓) in the box at the appropriate spot: 'Yes' or 'No'.

		Yes	No
1	Can you change computer screen brightness and contrast?		
2	Can you minimize, maximize and move windows on the computer screen?		
3	Can you use a 'search' command to locate a file?		
4	Can you scan disks for viruses?		
5	Can you write files onto a CD, a DVD or a USB drive?		
6	Can you create and update web pages?		
7	Can you take and edit digital photos?		
8	Can you record and edit digital sounds?		
9	Can you record and edit digital videos?		
10	Can you download and use apps on digital devices?		

**Q18.** Please indicate your level of frequency of using each of the followings by putting a tick (✓) in the box at the appropriate spot: ‘Very Frequently’, ‘Frequently’, ‘Occasionally’, ‘Rarely’, ‘Very Rarely’ or ‘Never’. If there is any item you do not know, it can be assumed that you do not have any experience with the item.

		Very Frequently	Frequently	Occasionally	Rarely	Very Rarely	Never
1	Word processor						
2	Email						
3	World Wide Web						
4	Graphics software						
5	Database						
6	Spreadsheet (for data organization)						
7	Concordancer (for text analysis)						
8	Language learning software (CD-ROM, DVD)						
9	Language learning website						
10	Language learning mobile app						
11	Blog						
12	Wiki						
13	Text chatting						
14	Voice chatting						
15	Video conferencing						
16	Computer game						
17	Electronic dictionary						

**Q19.** How would you rate your skills for using each of the followings? Please put a tick (✓) in the box at the appropriate spot: ‘Very Good’, ‘Good’, ‘Acceptable’, ‘Poor’, ‘Very Poor’, or ‘Do Not Know’.

		Very Good	Good	Acceptable	Poor	Very Poor	Do Not Know
	Working with:						
1	Word processing applications (e.g., MS Word)						
2	Spreadsheet applications (e.g., MS Excel)						
3	Database applications (e.g., MS Access)						
4	Presentation applications (e.g., MS PowerPoint)						
5	Communication applications (e.g., Skype)						
6	Learning management systems (e.g., Moodle)						
7	Virtual worlds (e.g., Second Life)						
8	Social networking services (e.g., Facebook)						
9	Blogs (e.g., Blogger)						
10	Wikis (e.g., PBworks)						
11	Podcasts (e.g., Apple Podcasts)						
12	File sharing sites (e.g., Dropbox)						
13	Photo sharing sites (e.g., Picasa)						
14	Video sharing sites (e.g., YouTube)						
15	Web design applications (e.g., Dreamweaver)						
16	Web search engines (e.g., Google)						
17	Dictionary apps (e.g., Dictionary.com)						

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## SECTION IV

➤ The following questions cover general areas of digital literacy. You may not know the answers to all questions, but please attempt to answer them without asking others or referring to books.

**Q20.** Please choose the best answer for each question and put a tick (✓) in the box at the appropriate spot: '1', '2', '3' or '4'.

		1	2	3	4
1	Which device do you need to install on your computer in order to have a video conference with your friends?				

- (1) Scanner
- (2) Webcam
- (3) Printer
- (4) DVD player

		1	2	3	4
2	Where does a digital camera store its pictures?				

- (1) Battery
- (2) Film
- (3) Adapter
- (4) Memory card

		1	2	3	4
3	What are AVI and MP4 examples of?				

- (1) Digital audio file formats
- (2) Digital video file formats
- (3) Digital graphic file formats
- (4) Digital text file formats

		1	2	3	4
4	Which technology is the process of converting spoken words into text?				

- (1) Audio analysis
- (2) Audio compression
- (3) Speech synthesis
- (4) Speech recognition

		1	2	3	4
5	What is Bluetooth?				

- (1) A digital tool to add special effects to recorded audios and videos
- (2) A program designed to disrupt or damage a computer system
- (3) A technology standard for the short-range wireless interconnection of mobile devices
- (4) A network security system that controls the incoming and outgoing network traffic

		1	2	3	4
6	Which of the following does not need to be asked when evaluating information provided on websites?				

- (1) Accuracy
- (2) Authority
- (3) Computation
- (4) Currency

		1	2	3	4
7	What is the term for junk emails or unsolicited messages sent over the Internet?				

- (1) Spam
- (2) Firewall
- (3) Malware
- (4) Spyware

		1	2	3	4
8	What is the process of confirming your username and password on the computer?				

- (1) Authorization
- (2) Authentication
- (3) Hacking
- (4) Defamation

		1	2	3	4
9	What is the fraudulent attempt to acquire sensitive information such as passwords and credit card details in an electronic communication?				

- (1) Synthesizing
- (2) Crowdsourcing
- (3) Phishing
- (4) Streaming

		1	2	3	4
10	Which of the following is not considered to be safe password practice?				

- (1) Do not share passwords with others
- (2) Increase the strength of a password with symbols
- (3) Avoid using the same password across multiple user accounts
- (4) Generate a password that is easy to guess systematically

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## SECTION V

**Q21.** What do you think are the factors affecting the use of digital technologies for language teaching? Please tick (✓) all that apply.

Lack of time	<input type="checkbox"/>	Lack of budget	<input type="checkbox"/>
Lack of knowledge of teachers	<input type="checkbox"/>	Lack of knowledge of students	<input type="checkbox"/>
Lack of skills of teachers	<input type="checkbox"/>	Lack of skills of students	<input type="checkbox"/>
Lack of interest of teachers	<input type="checkbox"/>	Lack of interest of students	<input type="checkbox"/>
Lack of training	<input type="checkbox"/>	Lack of teaching materials	<input type="checkbox"/>
Lack of supporting resources	<input type="checkbox"/>	Lack of facilities	<input type="checkbox"/>
Other (please specify)			

**Q22.** Please indicate the extent to which you agree or disagree with the following statements by putting a tick (✓) in the box at the appropriate spot: ‘Strongly Agree’, ‘Agree’, ‘Uncertain’, ‘Disagree’ or ‘Strongly Disagree’.

		Strongly Agree	Agree	Uncertain	Disagree	Strongly Disagree
1	I enjoy using digital devices.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	I feel comfortable using digital devices.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	I am aware of various types of digital devices.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	I understand what digital literacy is.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	I am willing to learn more about digital technologies.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	I feel threatened when others talk about digital technologies.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	I feel that I am behind my fellow teachers in using digital technologies.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	I think that it is important for me to improve my digital fluency.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	I think that my teaching can be enhanced by using digital tools and resources.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	I think that training in technology-enhanced language learning should be included in language teacher education programs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q23.** If you have any comments you would like to make regarding digital literacy, please write them below.

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*Thank you for completing the questionnaire!*