

Student IT Competence

Rapid advances in information technology (IT) are leading us into the information age, changing the way we work, communicate and play, and increasing our productivity. IT literacy, the ability to use computers and other technologies to improve learning, productivity and performance, has become essential. To help students acquire this fundamental skill, the University provides a training and test package targeted at basic IT skills: the basic operation of a computer, skills in using application software in electronic communication, data management and information presentation, and an appreciation of the social implications of developments in IT.

IT Proficiency Training

The University has set up an IT Learning Centre to cater for the training needs of the students. A self-learning courseware in a hands-on tutorial mode is also available for use by those who wish to be trained before taking the test. Students may use the courseware at the Centre, or access the courseware through several servers on campus. Some Faculties and Departments have also set up self-learning centres for their own students. The training is entirely voluntary. For details, please browse the SITC homepage <<http://www.sitc.cuhk.edu.hk>>.

IT Proficiency Test

All students are required to sit an IT Proficiency Test in their first year of attendance. Students who fail the Test will be required to attend a summer intensive IT proficiency course and sit the Test again in their second year of attendance. Any student who still does not pass the Test in the second year will be required to attend the summer intensive course again. Students will be barred from graduation if they do not pass the Test *and* yet have not attended the summer intensive course.

Students are required to make their own bookings for a test session at the IT Learning Centre when they are ready for the Test. Multiple attempts are allowed. Upon graduation, students having passed the Test will have "IT Proficiency Passed" recorded on the transcripts, and those having failed the Test but attended the summer intensive course will have "IT Proficiency Course Attended" recorded.

The syllabus of the Test is as follows:

Section 1	Operating a microcomputer	Section 4	Electronic Communication
Section 2	Word Processing	Section 5	Presentation Software
Section 3	Spreadsheet	Section 6	Computer Ethics

For further information on the requirements on Student IT Competence and booking of self-learning and test sessions at the IT Learning Centre, please refer to the SITC homepage. For inquiry, please send e-mail to "sitc-help@cuhk.edu.hk".