
MODULE 2: COMMUNICATION and COLLABORATION

Indicative self-assessment question:

UNIT 2: 2.1 INTERACTING THROUGH DIGITAL TECHNOLOGIES

BEGINNERS LEVEL

ACTIVITY CARD 1 – Introduction to netiquette

Which of the below best represents your competence level in **interacting through digital technologies**?

1) Basic

- a. You are aware of the basic online communication ethics and the netiquette
- b. You know possible ways in which you can be misunderstood online

ACTIVITY CARD 2 – Create a Redbooth workspace

Which of the below best represents your competence level in **interacting through digital technologies**?

1) Basic

- a. You know how to create a Redbooth workspace
- b. You know how to share a Redbooth workspace

INTERMEDIATE LEVEL

ACTIVITY CARD 3 – Invite people to your calendar event

Which of the below best represents your competence level in **interacting through digital technologies**?

2) Intermediate

- a. You know how to use Google Calendar and synchronize it
- b. You know how to share your Google Calendar event with other users

ADVANCED LEVEL

ACTIVITY CARD 4 - Create a Slack workspace

Which of the below best represents your competence level in **interacting through digital technologies**?

3) Advanced

- a. You know what Slack is
- b. You know how to create channels on Slack

UNIT 2: 2.2 Sharing through digital technologies

BEGINNERS LEVEL

ACTIVITY CARD 5 – Share a Pinterest board

Which of the below best represents your competence level in **sharing through digital technologies**?

1) Basic

- a. You know what Pinterest is
- b. You know how to share a Pinterest board

ACTIVITY CARD 6 – Share a Google presentation

Which of the below best represents your competence level in **sharing through digital technologies**?

2) Basic

- a. You know what Google Slides is
- b. You know how to create presentations and share them in a variety of platforms

ACTIVITY CARD 7 – Share files through WeTransfer

Which of the below best represents your competence level in **sharing through digital technologies**?

3) Basic

- a. You know what WeTransfer is
- b. You know how to share files through it

ACTIVITY CARD 8 – Share a file with the Dropbox mobile app

Which of the below best represents your competence level in **sharing through digital technologies**?

4) Basic

- a. You know how to open a Dropbox account
- b. You know how to invite people (team) on Dropbox

ACTIVITY CARD 9 – Document sharing and collaboration

Which of the below best represents your competence level in **sharing through digital technologies**?

5) Basic

- a. You know what a Google Doc is
- b. You know how to share it with other Internet users

INTERMEDIATE LEVEL

ACTIVITY CARD 10 – APA Citation style

Which of the below best represents your competence level in **sharing through digital technologies**?

1) Intermediate

- a. You know what APA Citation style is
- b. You know how to apply it on social media and webpages

ADVANCED LEVEL

ACTIVITY CARD 11 – Promoting Your Blog

Which of the below best represents your competence level in **sharing through digital technologies**?

1) Advanced

- a. You know what Blogger is
- b. You know the channels through which you can promote your blog

UNIT 2: 2.3 COLLABORATING THROUGH DIGITAL TECHNOLOGIES

BEGINNERS LEVEL

ACTIVITY CARD 12 – Basics of online collaboration

Which of the below best represents your competence level in **collaborating online**?

1) Basic

- a. You know the definition of online collaboration
- b. You know what collaboration games and protocols are

ACTIVITY CARD 13 – Collaborative vs Cooperative Learning

Which of the below best represents your competence level in **collaborating online**?



2) Basic

- a. You know the difference between Collaborative and Cooperative learning
- b. You have participated in any online community and have some experience with sharing and expressing ideas online

INTERMEDIATE LEVEL

ACTIVITY CARD 14 – Teamwork Online

Which of the below best represents your competence level in **collaborating online**?

3) Intermediate

- a. You know the most important aspects and approaches to online teamwork
- b. You know the common problems of online teamwork

ADVANCED LEVEL

ACTIVITY CARD 15 – Create a Teamup calendar

Which of the below best represents your competence level in **collaborating online**?

4) Advanced

- a. You know what Teamup is*
- b. You know how to use Teamup with your team*

ACTIVITY CARD 16 – Create a Discord server

Which of the below best represents your competence level in **collaborating online**?

5) Advanced

- a. You know what Discord is
- b. You know how to create a Discord server

UNIT 4: 2.4 MANAGING DIGITAL IDENTITY

BEGINNERS LEVEL

ACTIVITY CARD 17 - Understanding Digital Identity

Which of the below best represents your competence level in **managing your digital identity**?



1) Basic

- a. You know what a digital identity is
- b. You know its relation to digital footprint

ACTIVITY CARD 18 – Basics of a CV

Which of the below best represents your competence level in **managing your digital identity**?

2) Basic

- a. You know the difference between a CV and a cover letter
- b. You know what the Common European Framework of Reference is

INTERMEDIATE LEVEL

ACTIVITY CARD 19 – Basics of a CV

Which of the below best represents your competence level in **managing your digital identity**?

3) Intermediate

- a. You know what a Europass CV is
- b. You know its requirements

ADVANCED LEVEL

ACTIVITY CARD 20 – Setting up your LinkedIn account

Which of the below best represents your competence level in **managing your digital identity**?

4) Advanced

- a. You know what LinkedIn is
- b. You know how to set up an account in LinkedIn