

# Developing digital literacy checklist

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Activity	Completed
Determine which activities or assessments will be online	<input type="checkbox"/>
Determine which online learning environment to use	<input type="checkbox"/>
Develop or source online orientation information / activities	<input type="checkbox"/>
Incorporate digital literacy development activities into program	<input type="checkbox"/>
Determine need for Foundation Skills staff support / bridging units	<input type="checkbox"/>
Incorporate information about 'netiquette'	<input type="checkbox"/>
Activities about helping learners manage privacy online	<input type="checkbox"/>
Activities about developing file management habits	<input type="checkbox"/>
Activities for remembering logins, and having strong passwords	<input type="checkbox"/>
Incorporate information about using Creative Commons resources	<input type="checkbox"/>