



Task-based Activity Cover Sheet

Task Title: Conduct a Keyword Search to find a website

Learner Name:	
Date Started:	Date Completed:
Successful Completion: Yes___ No___	
Goal Path: Employment ✓ Apprenticeship ✓ Secondary School ✓ Post Secondary ✓ Independence ✓	
Task Description: Performs simple searches using keywords	
Competency: D: Use Digital Technology	Task Group(s): D2: Perform well-defined, multi-step digital tasks
Level Indicators: D2: Perform well-defined, multi-step digital tasks	
Performance Descriptors: see the chart or click here	
Skill Building Activities: see the last page or click here	
Materials Required: <ul style="list-style-type: none">• Computer with internet and access to YouTube• Pen and paper (but not required)	
ESKARGO: D2 <ul style="list-style-type: none">• Selects and follows appropriate steps to complete tasks• Locates and recognizes functions and commands• Makes low level inferences to interpret icons and text• Begins to identify sources and evaluate information• Performs simple searches using key words (internet, software, help menu)• Demonstrates proficiency using correct terms and references related to internet use• Conducts internet searches• Locates information on webpage with distracting information• Evaluates web based information• Begins to discriminate between trustworthy and untrustworthy online information• Uses website tabs and menu bars	



Attitudes:

Practitioner,

We encourage you to talk with the learner about attitudes required to complete this task set. The context of the task has to be considered when identifying attitudes. With your learner, please check one of the following:

- Attitude is not important Attitude is somewhat important Attitude is very important



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When using internet search engines it is important to use good keyword searches.

View the following video: <https://www.youtube.com/watch?v=O22RkmghX-8>

Learner Information and Tasks:

Task 1: The research topic is recent election results in Ontario. Define or clarify some key terms within this topic and write them down.

Task 2: Brainstorm and write down some keywords to describe this topic.

Task 3: Enter one combination of these keywords into <https://www.google.ca/> and list two of the promising websites listed.

Task 4: Enter a different combination of these keywords into Google search engine and list two different and promising websites listed.



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Answer Key – Answers will vary and the following are just suggestions:

Task 1: recent election – within last 10 years
Ontario – province
Results

Task 2: election: provincial
Ontario, ridings
Liberal, Progressive Conservative, NDP
MPs, Premier
Results: Who won, who lost, what did the pre-election polls say?
2004 - 2014

Task 3: Ontario election results 2004 – 2014 (keyword search done)

www.elections.on.ca/en-ca/tools/pastresults.htm

<http://news.nationalpost.com/news/canada/canadian-politics/ontario-election-2014-results-a-live-riding-by-riding-breakdown-of-the-vote>

Task 4: who lost Ontario provincial elections between 2004 – 2014 (keyword search done)

<https://welections.wordpress.com/category/canada/ontario/>

www.cbc.ca/elections/ontariovotes2014/



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Performance Descriptors		Needs Work	Completes task with support from practitioner	Completes task independently
D2	<ul style="list-style-type: none">• selects and follows appropriate steps to complete tasks• locates and recognizes functions and commands• makes low-level inferences to interpret icons and text• begins to identify sources and evaluate information• performs simple searches using keywords (e.g. internet, software help menu)			

This task: was successfully completed ___ needs to be tried again ___

Learner Comments

Instructor (print)

Learner Signature



Skill Building Activities

Links to online resources:

Essential Skills for Internet Use- TR Leger Adult Literacy and Employment Preparation Program

http://en.copian.ca/library/learning/trl/internet_use/internet_use.pdf

Read about and complete exercises: icons, buttons, cursors and menus (p. 12), using search engines (p.21), finding good information online (p.25), and searching the web exercises (p.29)

GCF LearnFree.org- Search Better

<http://www.gcflearnfree.org/digitalskills/searchbetter>

Read about and watch short videos on online searching, Google tips, How to read a web page, judging online Information and evaluating a webpage.

GCF LearnFree.org- Internet Explorer

<http://www.gcflearnfree.org/internetexplorer>

Learn about the Internet Explorer web browser and how to use its many functions and features for convenient and safe web browsing

GCF LearnFree.org- Chrome

<http://www.gcflearnfree.org/chrome>

Learn about the Google Chrome web browser and how to use its many functions and features for convenient and safe web browsing

BBC- Getting Online One Click at a Time- Beginners Guide

http://downloads.bbc.co.uk/connect/BBC_First_Click_Beginners_Guide.pdf

View slideshow on: why use a search engine (p. 28), how to perform a search (p.29) and making your search better (p. 31)

Windows Tutorial- Browsing the Web- Getting Started with Internet Explorer 11

<http://windows.microsoft.com/en-ca/windows-8/browse-web-internet-explorer-tutorial>

Watch video (3 minutes) on how to search the web and use features of Internet Explorer 11 on Windows 8.1 with touch screen gestures.

LearningHUB online courses available:

- **Essential Skills, Independent Study (Assigned by practitioner after assessment):**
 - Computer Use Level 1- provides an introduction to computers and searching the internet
- **Independent Study Short Courses (Moodle)**
 - Learning to Communicate by Understanding Internet and e-Mail- learn the basics of using Internet and e-mail. Discover commonly used terms, how to search the World Wide Web, the



Prepared for: Cementing Integration Project – QUILL Learning Network 2015

difference between a web browser and a search engine, how to use the favorites tool, tips for printing information and practise basic e-mail use.

- **Live Classes (SABA)**

- Surfing the Internet for Beginners- learn how to surf the internet to access information on the local weather, used cars for sale, health information, etc

***To access LearningHUB courses**, learners must register for the LearningHUB e-Channel program by completing the registration form on their website and completing the course selection (page 2 of the registration form): https://www.learninghub.ca/get_registered.aspx

***To Access LearningHUB Course Catalogue:**

<http://www.learninghub.ca/Files/PDF-files/HUBcoursecatalogue,%20December%202023,%202014%20revision.pdf>

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