Northstar Digital Literacy

Northstar Digital Literacy outlines the basic skills needed to use computers and the internet in daily life and employment. Online, self-guided assessments measure mastery of basic skills in each area. To receive a certificate, you MUST take a proctored test with Fast Forward.
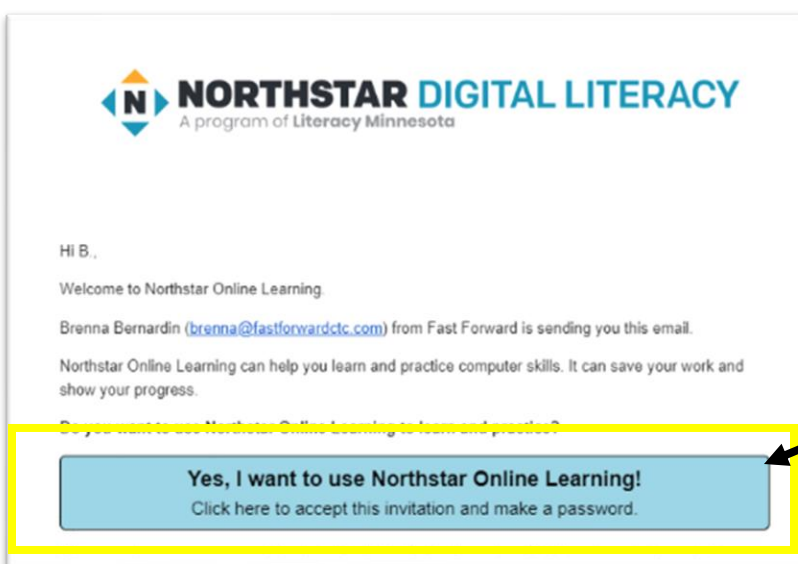
WEBSITE:

https://www.digitalliteracyassessment.org/

ACCOUNT INFORMATION:

USERNAME: Your City Email Address

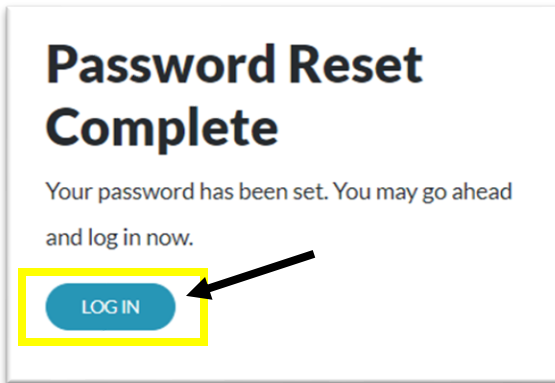**PASSWORD:** You'll create this when you create the account.

You will receive an email from Northstar Digital Literacy to create the account. The subject line reads: "Welcome to Northstar Online Learning...."

Click the "Yes, I want to use Northstar Online Learning" button

Creating a Password:

Create a password. Make sure it is a password unique to the training and one that is easy to remember.
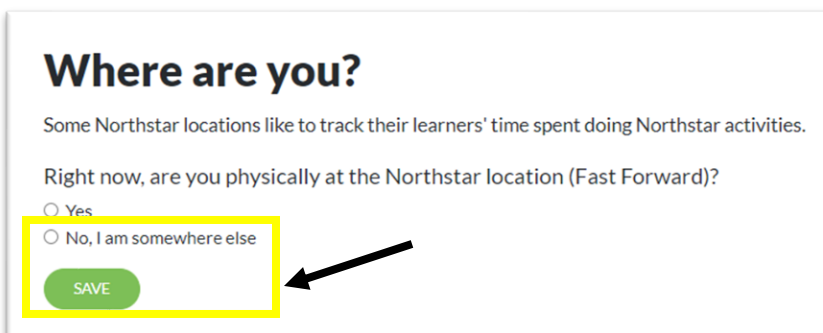
Password Reset Complete

Your password has been set. You may go ahead and log in now.

LOG IN

Click LOG IN

*NOTE: If you forget your password at any time, **click** the "Forgot Password" button on the login screen to reset your password using your email address.

Class Location:

Northstar requires proctoring for testing, and some Northstar sites like to know where learners are accessing their materials. Fast Forward does not keep track of any location information.
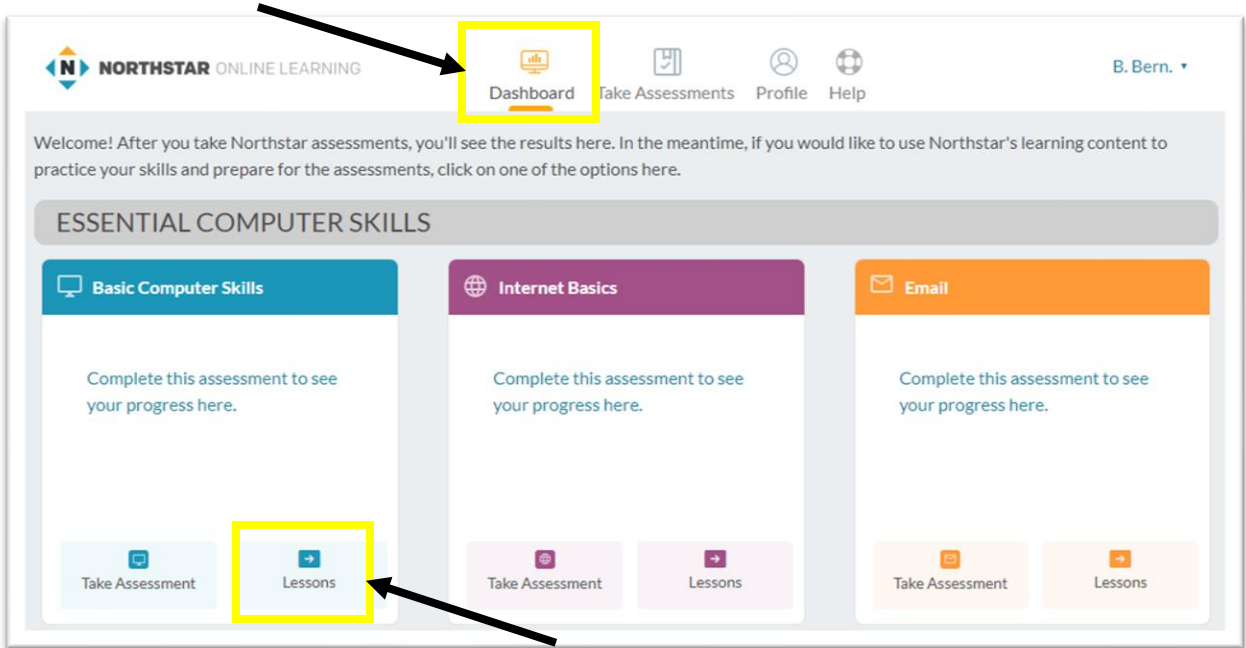
Where are you?

Some Northstar locations like to track their learners' time spent doing Northstar activities.

Right now, are you physically at the Northstar location (Fast Forward)?

○ Yes
○ No, I am somewhere else

SAVE

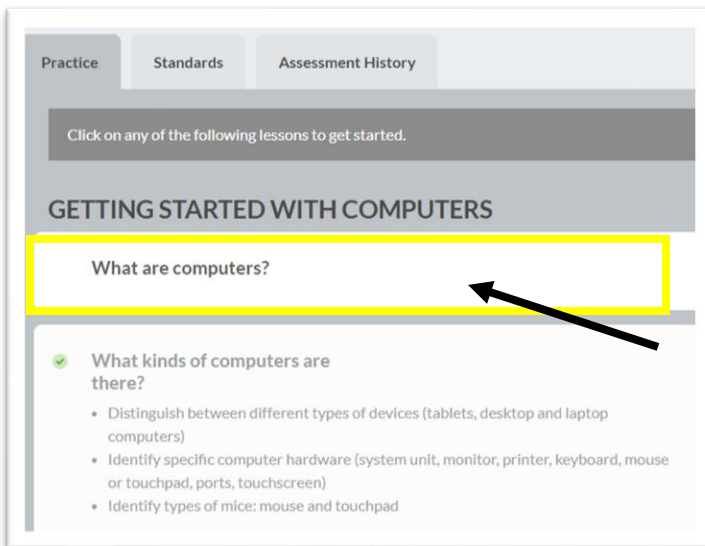When prompted, **Click** No, I am somewhere else

Click Save

Dashboard

This is your dashboard. Click the dashboard icon at the top of the screen to return to this page and continue with classes.
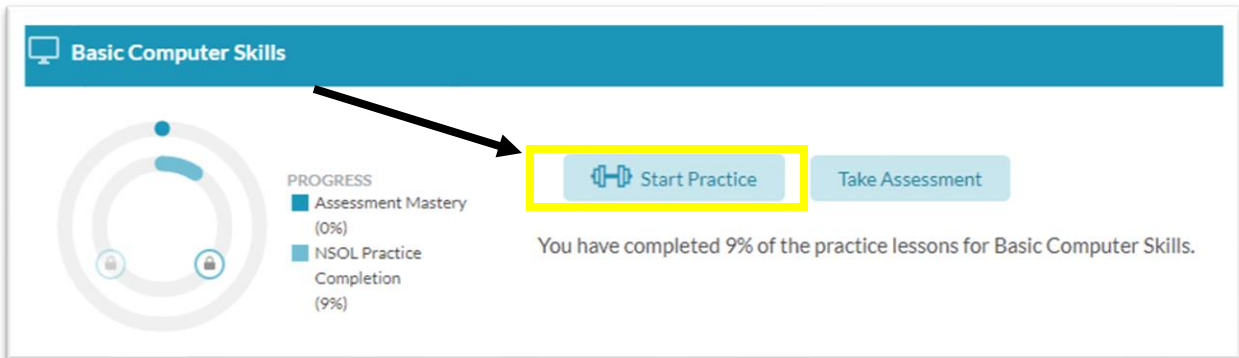

Find the course assigned and **Click** Lessons.

Click on each of the headings and watch the instructional videos.

Watch each video and read the bulleted points below each section.

PRACTICE:

Click start practice to take a practice test. Take practice tests until ready for proctored testing.

TESTING:

Testing is done online through Zoom or WebEx. When you are ready to test and have passed the practice test, contact Fast Forward, and we will schedule a testing time. During the test, you will share your screen in the virtual meeting and keep your microphone on.

READY TO TEST?

Contact Fast Forward to schedule a testing time. Testing is Tuesday & Friday from 10-2.
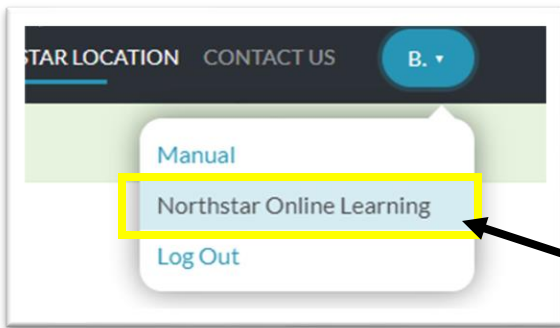
Questions?

Contact us: CityClasses@fastforwardctc.com

FIND THE DASHBOARD

Click your name in the top right corner.

Click Northstar Online Learning to return to the dashboard.

SOUND AND SIZE

Practice tests have sound—wear headphones or turn off the volume and read the prompts on each screen.

Too small? **Click** the sizing tool to make the screen larger or smaller.

Click CC to turn on or off closed captions.