

V(A). Planned Program (Summary)

Program # 7

1. Name of the Planned Program

Computer Training and Technology Program

V(B). Program Knowledge Area(s)

1. Program Knowledge Areas and Percentage

KA Code	Knowledge Area	%1862 Extension	%1890 Extension	%1862 Research	%1890 Research
903	Communication, Education, and Information Delivery	100%			
	Total	100%			

V(C). Planned Program (Inputs)

1. Actual amount of professional FTE/SYs expended this Program

Year: 2010	Extension		Research	
	1862	1890	1862	1890
Plan	1.6	0.0	0.0	0.0
Actual	1.6	0.0	0.0	0.0

2. Actual dollars expended in this Program (includes Carryover Funds from previous years)

Extension		Research	
Smith-Lever 3b & 3c	1890 Extension	Hatch	Evans-Allen
70000	0	0	0
1862 Matching	1890 Matching	1862 Matching	1890 Matching
70000	0	0	0
1862 All Other	1890 All Other	1862 All Other	1890 All Other
0	0	0	0

V(D). Planned Program (Activity)

1. Brief description of the Activity

Advertised the Computer Training and Technology Program through Print, Radio, and TV.
 Conducted nine eight weeks Basic Computer Training Courses that taught clientele how to use Microsoft Windows, Microsoft Word, E-mail, and searching for information using the World Wide Web.

2. Brief description of the target audience

The population consist mainly of computer illiterate adults in the USVI that are from low income households. People who need computer skills for employment.

V(E). Planned Program (Outputs)

1. Standard output measures

2010	Direct Contacts Adults	Indirect Contacts Adults	Direct Contacts Youth	Indirect Contacts Youth
Plan	60	3000	60	2500
Actual	217	3570	72	2730

2. Number of Patent Applications Submitted (Standard Research Output)

Patent Applications Submitted

Year: 2010

Plan: 0

Actual: 0

Patents listed

3. Publications (Standard General Output Measure)

Number of Peer Reviewed Publications

2010	Extension	Research	Total
Plan	0	0	
Actual	0	0	0

V(F). State Defined Outputs

Output Target

Output #1

Output Measure

- Conduct two days workshops of Microsoft E-mail

Year	Target	Actual
2010	10	9

Output #2

Output Measure

- Conduct two days workshops of Microsoft Word

Year	Target	Actual
2010	10	9

Output #3

Output Measure

- Conduct two days workshops of Microsoft Windows

Year	Target	Actual
2010	10	9

Output #4

Output Measure

- Conduct two days workshops of Microsoft Internet

Year	Target	Actual
2010	10	9

Output #5

Output Measure

- Conduct two days workshops on Microsoft Excel

Year	Target	Actual
2010	10	5

Output #6

Output Measure

- Conduct two days workshops on Microsoft Powepoint

Year	Target	Actual
2010	10	5

V(G). State Defined Outcomes

V. State Defined Outcomes Table of Content

O. No.	OUTCOME NAME
1	Participants will acquire/increase their knowledge and usage of Microsoft Window by 70%.
2	Participants will acquire/increase their knowledge and usage of Microsoft Word by 70%.
3	Participants will acquire/increase their knowledge and usage of E-mail by 70%.
4	Participants will acquire/increase their knowledge and usage of the Internet by 70%.
5	Participants will acquire/increase their knowledge and usage of Microsoft Excel by 70%.
6	Participants will acquire/increase their knowledge and usage of Microsoft Powerpoint by 70%.

Outcome #1

1. Outcome Measures

Participants will acquire/increase their knowledge and usage of Microsoft Window by 70%.

2. Associated Institution Types

- 1862 Extension

3a. Outcome Type:

Change in Condition Outcome Measure

3b. Quantitative Outcome

Year	Quantitative Target	Actual
2010	140	158

3c. Qualitative Outcome or Impact Statement

Issue (Who cares and Why)

There is a large population of computer illiterate adults in the USVI. These individuals need to acquire computer skills as a means of increasing their chances of gaining employment which can better their household income and/or help them take advantage of new technology.

What has been done

Conducted nine 8-week Basic Computer Training Courses that taught students how to use Microsoft Windows, Microsoft Word, E-mail, and how to search for information using the World Wide Web.

Results

100% of individuals participated indicated that they acquired/increased their knowledge and usage of Microsoft Windows.

4. Associated Knowledge Areas

KA Code	Knowledge Area
903	Communication, Education, and Information Delivery

Outcome #2

1. Outcome Measures

Participants will acquire/increase their knowledge and usage of Microsoft Word by 70%.

2. Associated Institution Types

- 1862 Extension

3a. Outcome Type:

Change in Condition Outcome Measure

3b. Quantitative Outcome

Year	Quantitative Target	Actual
2010	160	104

3c. Qualitative Outcome or Impact Statement

Issue (Who cares and Why)

There is a large population that does not know how to use MS Word. Microsoft Word is the most widely used word processing software. By acquiring or increasing the participants' skills in MS Word, they will be better equipped to gain employment or a promotion. They can also use MS Word in their day to day lives to make some their task easier.

What has been done

Conducted nine 8-week Basic Computer Training Courses that taught students how to use Microsoft Windows, Microsoft Word, E-mail, and how to search for information using the World Wide Web. Two of the weeks in the eight weeks training were dedicated to teaching the basic functions of Microsoft Word.

Results

100% of the individuals that participated in the program indicated that they acquired/increased their knowledge and usage of Microsoft Word.

4. Associated Knowledge Areas

KA Code	Knowledge Area
903	Communication, Education, and Information Delivery

Outcome #3

1. Outcome Measures

Participants will acquire/increase their knowledge and usage of E-mail by 70%.

2. Associated Institution Types

- 1862 Extension

3a. Outcome Type:

Change in Condition Outcome Measure

3b. Quantitative Outcome

Year	Quantitative Target	Actual
2010	140	146

3c. Qualitative Outcome or Impact Statement

Issue (Who cares and Why)

There is a large population of individuals in the V.I that do not know how to use e-mail accounts. Sending an e-mail message is a faster and more cost effective way to send a message than using postal mail.

What has been done

Conducted nine 8-week Basic Computer Training Courses that taught students how to use Microsoft Windows, Microsoft Word, E-mail, and how to search for information using the World Wide Web. Two of the weeks were dedicated to teaching the functions of email accounts.

Results

89% of individuals that participated in the program indicated that they acquired/increased their knowledge and usage of email accounts.

4. Associated Knowledge Areas

KA Code	Knowledge Area
903	Communication, Education, and Information Delivery

Outcome #4

1. Outcome Measures

Participants will acquire/increase their knowledge and usage of the Internet by 70%.

2. Associated Institution Types

- 1862 Extension

3a. Outcome Type:

Change in Condition Outcome Measure

3b. Quantitative Outcome

Year	Quantitative Target	Actual
2010	160	157

3c. Qualitative Outcome or Impact Statement

Issue (Who cares and Why)

There is a large population of individuals in the V.I that does not know how to use the internet. The Internet is a great benefit to those who understand how to access the huge amount of useful information available. Individuals can also perform a variety of tasks on the internet such as shopping, banking, and paying bills.

What has been done

Conducted nine 8-week Basic Computer Training Courses that taught students how to use Microsoft Windows, Microsoft Word, E-mail, and how to search for information using the World Wide Web. Two of the weeks in the eight weeks training were dedicated to teaching how to navigate the internet.

Results

92% of individuals that participated in the program indicated that they acquire/increase their knowledge and usage of the internet.

4. Associated Knowledge Areas

KA Code	Knowledge Area
903	Communication, Education, and Information Delivery

Outcome #5

1. Outcome Measures

Participants will acquire/increase their knowledge and usage of Microsoft Excel by 70%.

2. Associated Institution Types

- 1862 Extension

3a. Outcome Type:

Change in Knowledge Outcome Measure

3b. Quantitative Outcome

Year	Quantitative Target	Actual
2010	140	50

3c. Qualitative Outcome or Impact Statement

Issue (Who cares and Why)

There is a large population of individuals in the V.I that does not know how to use the MS Excel.

What has been done

Conducted six 2-day workshop on the use of MS Excel.

Results

100% of individuals that participated in the eight week program indicated that they acquired/increased their knowledge and usage of Microsoft Excel.

4. Associated Knowledge Areas

KA Code	Knowledge Area
903	Communication, Education, and Information Delivery

Outcome #6

1. Outcome Measures

Participants will acquire/increase their knowledge and usage of Microsoft Powerpoint by 70%.

2. Associated Institution Types

- 1862 Extension

3a. Outcome Type:

Change in Knowledge Outcome Measure

3b. Quantitative Outcome

Year	Quantitative Target	Actual
2010	80	52

3c. Qualitative Outcome or Impact Statement

Issue (Who cares and Why)

There is a large population of individuals in the V.I that do not know how to use Microsoft PowerPoint.

What has been done

Conducted six 2-day workshops on Microsoft PowerPoint.

Results

90% of individuals that participated indicated that they acquired/increased their knowledge and usage of Microsoft PowerPoint.

4. Associated Knowledge Areas

KA Code	Knowledge Area
903	Communication, Education, and Information Delivery

V(H). Planned Program (External Factors)

External factors which affected outcomes

- Natural Disasters (drought, weather extremes, etc.)
- Appropriations changes

Brief Explanation

V(I). Planned Program (Evaluation Studies and Data Collection)

1. Evaluation Studies Planned

- Before-After (before and after program)

Evaluation Results

Key Items of Evaluation

Participants usage of Microsoft Windows, Microsoft Word, E-mail, and search of information using World Wide Web.