

Student IT Competence

(Applicable to postgraduate students admitted between 2000-01 and 2011-12)

Rapid advances in information technology (IT) are leading us into the information age, changing the way we work, communicate and play, and increasing our productivity. IT literacy, the ability to use computers and other technologies to improve learning, productivity and performance, has become essential. To help students acquire this fundamental skill, the University provides a training and test package targeted at basic IT skills: the basic operation of a computer, skills in using application software in electronic communication, data management and information presentation, and an appreciation of the social implications of developments in IT.

IT Proficiency Training

The University has set up an IT Learning Centre (ITLC) to cater for the training needs of the students. A self-learning courseware is also available for use by those who wish to be trained before taking the IT Proficiency Test. Students may use the courseware at the Centre by themselves or under the instruction of the staff of the ITLC, or access the courseware through the campus network. Besides, students may also attend some general lectures organized by IT Learning Centre on related IT topics. For details, please browse the Student IT Competence (SITC) homepage:

https://rgsntl.rgs.cuhk.edu.hk/aqs_prd_applx/public/handbook/view_document.aspx?id=1761&seq=1&lang=en.

IT Proficiency Test

Postgraduate students admitted between 2000-01 and 2011-12 are required to sit an IT Proficiency Test. They are required to make their own bookings for a test session at the IT Learning Centre when they are ready for the Test. Multiple attempts are allowed.

- Students admitted between 2000-01 and 2003-04 will be barred from graduation if they do not pass the IT Proficiency Test and yet have not attended the IT intensive course# twice.
- Students admitted between 2004-05 and 2011-12 will be barred from graduation if they do not pass the IT Proficiency Test. Multiple attempts are allowed.
- Students admitted between 2004-05 and 2011-12, who have passed the International Computer Driving License Assessment, will be given exemption from the IT Proficiency Test upon application. (The application form for exemption is available on the SITC homepage.)

IT intensive course is discontinued with effect from 2007-08.

Students having passed the Test will have "IT Proficiency Passed" recorded on the transcript, and those (admitted between 2000-01 and 2003-04) having failed the Test but attended the IT intensive course twice will have "IT Proficiency Course Attended" recorded.

The syllabus of the Test is as follows:

Section 1	Operating a Microcomputer	Section 6	Ethics in IT and Relevant
Section 2	Word Processing		Hong Kong Legislation
Section 3	Spreadsheet	*Section 7	Information Security
Section 4	Electronic Communication	*Section 8	Information Literacy
Section 5	Presentation Software		

** Applicable to students admitted in 2006-07 and thereafter.*

For further information about the requirements on Student IT Competence, and booking of self-learning and test sessions at the ITLC, please refer to the SITC homepage. For inquiry, please browse the ITSC Electronic Helpdesk: <http://servicedesk.itsc.cuhk.edu.hk>.