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| **Skill** | **Did the student demonstrate skill and knowledge in…** | **Observed** | **Notes** |
| Prepare to use the digital device | * Review instruction manual and ensure identified components are available
* Identify the physical components of the digital device
* Boot up and follow access procedures to activate the digital device
* Alter the digital device settings to best suit intended use
* Configure power-management settings where appropriate to minimise power consumption as an environmentally sustainable measure
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| Set up and use the digital device | * Identify and set the basic operating and menu settings
* Navigate and manipulate the screen environment
* Customise screen icons and access to applications where applicable
* Use the digital device, and save and edit output where applicable
* Identify more ***advanced features*** available and use as required
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| Access and use basic connectivity devices | * Connect to external digital devices, such as ***computer devices*** or ***storage devices***, to retrieve, copy, move and save information
* Check physical ***connectivity*** of computer devices or storage devices to ensure operation and performance
* Connect to a printer either through a computer device or directly and use ***printer settings*** and print data
* Access ***audiovisual devices*** to view and play a multimedia file
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| Shut down digital device | * Save current work and back up important data
* Close open programs on the digital device and any computer device or storage device
* Shut down digital devices, according to manufacturer instructions
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