

# The checklist below is a way of establishing whether an individual is in possession of foundation skills:

Foundation Digital Skills	Answer (please tick where appropriate)		
I can turn on a device e.g. phone, tablet or laptop.	I can do this <input type="checkbox"/>	I can't do this <input type="checkbox"/>	I want to learn how to do this <input type="checkbox"/>
I can use the controls on my device e.g. turn up the volume.	I can do this <input type="checkbox"/>	I can't do this <input type="checkbox"/>	I want to learn how to do this <input type="checkbox"/>
I can use accessibility tools on my device to make it easier to use e.g. increase font size.	I can do this <input type="checkbox"/>	I can't do this <input type="checkbox"/>	I want to learn how to do this <input type="checkbox"/>
I can interact with the home screen on my device e.g. I can locate text messages.	I can do this <input type="checkbox"/>	I can't do this <input type="checkbox"/>	I want to learn how to do this <input type="checkbox"/>
I can connect my device to a safe and secure Wi-Fi network e.g. I can connect to Wi-Fi in my house.	I can do this <input type="checkbox"/>	I can't do this <input type="checkbox"/>	I want to learn how to do this <input type="checkbox"/>
I know that my passwords and personal information need to be kept safely as they have a value to others e.g. I don't write my passwords down or tell them to anyone else.	I can do this <input type="checkbox"/>	I can't do this <input type="checkbox"/>	I want to learn how to do this <input type="checkbox"/>
I can update and change my password when prompted to do so e.g. I can change my Netflix password.	I can do this <input type="checkbox"/>	I can't do this <input type="checkbox"/>	I want to learn how to do this <input type="checkbox"/>

For more resources on improving Foundation skills please see:

Let's Get Online:  
[www.letsgetonline.scot](http://www.letsgetonline.scot)

Digital Unite:  
[www.digitalunite.com](http://www.digitalunite.com)

Learn My Way:  
[www.learnmyway.com](http://www.learnmyway.com)

Google Garage:  
[www.learn.digital.withgoogle.com/digitalgarage](http://www.learn.digital.withgoogle.com/digitalgarage)