

Class Survey

CS 102

Aug. 31, 2005

Introduction

I have several purposes in mind in asking you to complete this survey:

1. I want to learn about you and your knowledge and attitude toward computing.
2. I want to make sure that you know a little bit about using a Web browser to find some information, MS Word to edit a document, and MS Outlook to attach a document and send e-mail.
3. I want you to become familiar with the class' on-line resources.

Exercise

1. Log onto your workstation and start the Internet Explorer browser.
2. In the *address box* type the following and press return:

`phoenix.goucher.edu/~kelliher`
3. Find and follow the link to the CS 102 home page. I recommend you bookmark (make it a "favorite") the class home page.
4. Find the link to the class survey (it's near the bottom of the class home page) and click on it.
5. If all goes well, the survey form pops up as a Word document. Fill out the form and **save** it onto your network folder on your **G:** drive.
6. You should now close Internet Explorer. You *did* save the survey first, right?
7. Start Outlook (the e-mail software: either Outlook itself or Outlook Web Access; *don't* use Outlook Express) and send me (**kelliher**) the survey as an attachment to a piece of e-mail with the subject "CS 102 Survey."

By the way, Outlook Web Access is available at <http://post.goucher.edu/exchange/>.

8. You're done. You may log out now.

Thanks for completing the survey!