Basic Computer Literacy Test Topics	Digital Literacy Test Topics	Windows 7 Test Topics
Move Window	Shortcut Keys - Editing	Maximize Window
Maximize Window	Maximize Window	Minimize Window
Bring Hidden Window to Front	Move Text	Redisplay a Minimized Window
Cursor Change	Undo and Redo an Action	Move a Window
ALT Commands	Go to a Page	Close a Window
Shift Characters	Replace Text	Add an Icon to the Desktop
Backspace to Delete	Check Spelling	Adjust Icon Size
Go to Next Page	Create a New Workbook from a Template	Delete a Folder
Using the Scroll Bar	Open Workbook	Create Folder - Explorer
Use Hyper Link	Save Workbook	Display Folder
Change Dialog Tabs	Switch to Outline View	Copy File Between Disks
Print Page	Create a Folder-Explorer	Move a File
Spin Button	Rename a File	Move a Folder
Right Click	Create a Bulleted List	Select Multiple Contiguous Files
Drag and Drop	Change Worksheet Margins	Select Multiple Non-Contiguous Files
Select from List Box	Change Paper Orientation	Compress Files
Using a Combo Box	Shut Down Command	Extract Compressed Files
Double Click	Log Off Computer	View Files and Folders Files – Computer Window
Check Boxes	Use Print Preview	Cut a File
Move Cursor	Print Document	Delete a File in Explorer
Cursor Change	Use Control Panel to Apply Screen	Restore Files
Create Password	Change Appearance of Documents Window	Create Shortcut
Change Contents in Text Box	Modify Font	Log on to the Computer
Delete	Toolbars - Customize	Log off of the Computer
Menu Command	Zoom	Switch Users
	Create a Macro Button	Open Office Document Using Start Search
		Open a Window by Double-Clicking
		View the Contents of the Recycle Bin
		Change Appearance of Documents Window
		Navigate Windows Hierarchy
		Help – Display Documents
		Search Programs
		Start Windows 7 Help
		Search the Help Pages