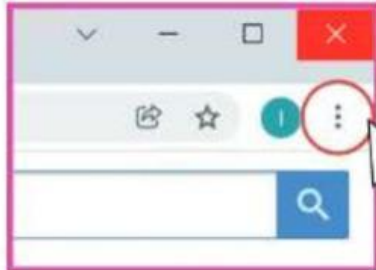
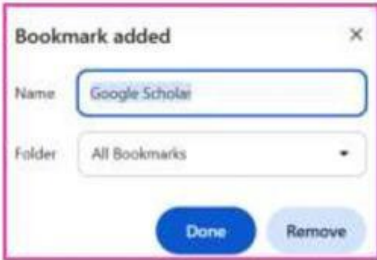




Summative Evaluation Review
3rd PERIOD
2024 – 2025

Student:			
Grade:	7 EGB	Section:	A - B - C
Subject:	DIGITAL SKILLS & LAB SKILLS	Date:	
Teacher:	Lcda Estefania Orozco		

1. Order the steps to add a bookmark

Image	Number
	
	
	
	



2. Complete what is Copyright using the word bank

Word Bank

right created original belongs

Copyright is the _____ that indicates that an
_____ work such as texts, photos and music
_____ to the person who _____ it.

3. Name every Fair Use example



4. What is Tinkercad?

5. Choose where the Digital footprint can be seen:

At school

In the TV

By organizations

By anyone

By Artificial
Intelligence

At work



6. Order and write the steps to create a task in Google Calendar

The screenshot shows the Google Calendar interface with several steps highlighted by numbered circles:

- 1. Click the 'Create' button (indicated by a circle around the '+ Create' button).
- 2. Select 'Task' from the dropdown menu (indicated by a circle around the 'Task' tab).
- 3. Add a title (indicated by a circle around the 'Add title' text input field).
- 4. Select the date and time (indicated by a circle around the date/time selection area).
- 5. Add guests (indicated by a circle around the 'Add guests' button).
- 6. Add Google Meet video conferencing (indicated by a circle around the 'Add Google Meet video conferencing' button).
- 7. Save the task (indicated by a circle around the 'Save' button).

Below the screenshot, there are three empty boxes for writing the steps:

7. Match the Internet domains with the correct description

.gov	government site
.com	non profit organization site
.net	international domain site
.org	service site
.uk	educational site
.edu	commercial site





8. Identify the five parts of an email.

The diagram shows an email interface with five empty boxes for labeling its parts:

- Box 1:** Points to the email title bar, which contains the word "Invitation".
- Box 2:** Points to the email header, which contains the name "Darwin Acosta" and the subject "Invitation".
- Box 3:** Points to the email body, which contains the text: "Dear Mr. Darwin," followed by a paragraph: "I am pleased to invite you to the meeting of authorities of our High School, which will be held in the teachers' room and will be attended by authorities from different educational establishments. The meeting will take place on December 13 of this year."
- Box 4:** Points to the email signature, which contains the text: "Sincerely," followed by "Michael Herrera".
- Box 5:** Points to the email footer, which is currently empty.



9. Write the steps to join a class in Google Classroom.

1

2

3

The screenshot shows the Google Classroom homepage. A green line connects the number 1 to the '+' icon in the top right corner. Another green line connects the number 2 to the 'Join class' option in the dropdown menu that appears. A third green line connects the number 3 to the 'Class code' input field in a separate box on the right. The interface includes the Google Classroom logo, a navigation menu, a central illustration of a desk with a lamp and books, and buttons for 'Create class' and 'Join class'. A text box on the right explains the class code process: 'Class code. Ask your teacher for the class code, then enter it here.' Below this is a text input field labeled 'Class code'.

10. Identify the Insert Elements in Google Sites

The first box on the left contains five icons: a vertical double-headed arrow (height adjustment), a list icon (bulleted list), a window icon (embed frame), a rectangle icon (text box), and a horizontal line icon (text separator). The second box on the right contains four icons: a plus sign in a square (add new element), a video icon (YouTube), a calendar icon (calendar), and a location pin icon (map).

