

Here are 25 basic technology skills that all educators should now have in 2008:

1. Word Processing Skills
2. Spreadsheets Skills
3. Database Skills
4. Electronic Presentation Skills (PPT and Other Presentation Software & Hardware)
5. Web Navigation Skills
6. Web Site Design Skills
7. E-Mail Management Skills
8. Digital Cameras
9. Computer Network Knowledge Applicable to your School's System
10. File Management & Windows/Apple Explorer, Firefox, Safari Skills
11. Downloading Software From the Web (Knowledge including eBooks)
12. Installing Computer Software onto a Computer System
13. Learning Management System Teaching Skills (i.e, WebCT, Blackboard, Moodle, et als.)
14. Videoconferencing skills and File Sharing Skills and File Sharing Software
15. Computer Related Storage Devices (Knowledge: disks, CDs, USB drives, DVDs, etc.)
16. Scanner Knowledge
17. Knowledge of PDAs
18. Deep Web Knowledge
19. Educational Copyright Knowledge
20. Computer Security Knowledge
21. Social Networking Site Skills
22. Setting up and editing a Weblog (Blog)
23. Setting up and Managing a Wiki for Student Use
24. Wireless Phone Skills (IMing, etc.)
25. Podcasting skills

(Initial list *borrowed* from a list of 20 skills published in *The Journal*, 2005,
<http://thejournal.com/articles/17325>)