

## 資訊能力檢核問答集Q&A

### Information Proficiency Test Q&A

一、那些學制的學生須通過『資訊能力檢定』才能畢業?

依據「長榮大學學生資訊能力檢核實施辦法」，實施對象為適用 104 學年度(含)以後課程配當之大學部日間學制學生，必須在畢業前通過『資訊能力檢定』方能畢業。

I. Which category of students are required to pass the “Information Proficiency Test” as criteria for graduation?

According to the “Chang Jung Christian University Student Information Proficiency Test Regulations”, full-time undergraduate students taking courses offered in the 2015 academic year and after must pass the Information Proficiency Test to graduate.

二、如何通過資訊能力檢定?

II. How do I take the Information Proficiency Test?

1、隨班測驗，安排於計算機概論、電腦軟體應用或等同課程課堂中辦理，由任課老師提出申請一次為限，參加對象為該課程之修課學生。

1. In-class tests are offered in computer overview, computer software application or equivalent classes. The course teacher will submit testing application once only for students taking the course.

2、定期測驗，於學期間辦理，學生自行報名並負擔所需之費用；測驗時間依公告為準。

2. Scheduled tests are conducted during the semester, Students can register and pay the required fees. Test times are as announced.

3、參加校外具公信力測驗機構之檢定(如中華民國電腦技能基金會 TQC、微軟 MOS 等)，並提出申請完成審核登錄者(抵認申請作業請至學生系統填報，並依說明檢附證明文件，繳交至圖書資訊處行政教學組)。

3. Take test offered by credible testing organization outside the University (such as the TQC offered by the Computer Skills Foundation and Microsoft MOS), and apply for review (apply at the Student System for course recognition and waiver, attach required documents and submit to the Administrative Teaching Section of the Office of Library and Information Services).

三、於入學前已經取得相關認證，可否辦理抵認『資訊能力檢定』?

可以。於**入學前三年內**取得之認證均可抵認，並請依據前一題第 3 點之規定辦理。

III. If I have obtained relevant certification before admissions into the University, can I waive the Information Proficiency Test?

Yes. Certification obtained within three years prior to admissions can be waived. Please apply according to Item 3 of the previous question.

四、於入學前已經取得相關認證，可否免修計算機概論相關課程?不可以。認證僅可抵認『資訊能力檢定』。

IV. If I have obtained relevant certification before admissions into the University, can I be exempted from computer overview courses?

No. Certification can only be used for waiving the Information Proficiency Test.

五、入學前如果通過電腦軟體設計、電腦硬體裝修等等證照，可否辦理抵認『資訊能力檢定』?不可以。本校資訊能力檢核僅針對辦公室軟體應用。

V. If I have obtained certifications such as computer software design and computer hardware repair licensing before admissions into the University, can I waive the Information Proficiency Test?

No. The University's Information Proficiency Test is targeted to office software applications.

六、校內自辦資訊能力檢定(隨班測驗、定期測驗)考試如何進行?

校內檢核考試由圖書資訊處主辦，其測驗方式與題型均採用中華民國電腦技能基金會 TQC 企業人才技能認證之模式，並以 70 分(含)以上為通過，但不給予中華民國電腦技能基金會之認證證書。

VI. How is the University's Information Proficiency Test (in-class test, scheduled test) conducted?

On-campus tests are organized by the Office of Library and Information Services. The Computer Skills Foundation's test model for entrepreneur talents TQC are adopted for the testing method and test

questions. Passing grade is 70 points or above. However, those passing the test will not be awarded the Computer Skills Foundation certification.

七、圖書資訊處辦理之『資訊能力檢定』與推廣教育中心辦理的『TQC 企業人才技能認證』有何不同？

兩者均採用中華民國電腦技能基金會 TQC 企業人才技能認證之測驗方式與題型。推廣教育中心辦理的『TQC 企業人才技能認證』由中華民國電腦技能基金會認證，不僅可以抵認本校之『資訊能力檢定』亦可取得認證證書。圖書資訊處辦理之『資訊能力檢定』，僅能抵認本校之『資訊能力檢定』。

VII. How is the “Information Proficiency Test” offered by the Office of Library and Information Services different from the Entrepreneur Talents TQC offered by the Continuing Education Center?

Both tests adopt the test method and types of question used by the Computer Skills Foundation for entrepreneur talents TQC. The Entrepreneur Talents TQC conducted by the Continuing Education Center is certified by the Computer Skills Foundation, and can be used to waive the University's Information Proficiency Test, and also includes certification. The “Information Proficiency Test” offered by the Office of Library and Information Services can only be used to waive the University's “Information Proficiency Test”.

八、學生如何自我充實資訊能力？

本校已於 104 學年度購置 TQC 認證教材，含學科題庫、術科題庫、評量系統，放置於本校教學資源互動網供師生下載參考。給予學生完整的學習內容與工具，讓學生得以線上自學，增進辦公室文書處理軟體的操作能力。

VIII. How can students enrich their information skills?

In the 2015 academic year, the University has purchased TQC certification materials, including subject question database, technical question database and assessment systems, and installed them in the University's interactive website of the Teaching and Learning Support Center for download by teachers and students. Students can have access to complete learning content and tools so that they can learn online and improve their proficiency in office document processing software.

TQC 認證教材：(教職員請使用 E 化帳號、密碼；學生請使用學生系統帳號、密碼)

請登入長榮大學CJCU GO-Learning(<https://elearn.cjcu.edu.tw>) 我的課程 長榮大學 TQC 認證教材  
TQC certification materials: (For faculty and staff, use e-account and password; for students, use the Student System account and password).

Login in to the My Course Chang Jung Christian University TQC Certification Teaching Materials at Chang Jung Christian University's CJCU GO-Learning (<https://elearn.cjcu.edu.tw>).

The screenshot shows the CJCU GO-Learning platform interface. The main content area displays a slide titled "102 王小明的自我介紹" (102 Wang Xiaoming's Self-Introduction). The slide includes a list of topics and a mind map diagram for a self-introduction presentation.

一、題目說明：

1. 王小明剛進大學，要利用 3 分鐘的簡報向老師同學們做自我介紹，但因為準備的時間有限，所以快速地利用「心智圖」構思出簡報的內容，現在請將這份心智圖，透過簡單的美術設計，快速地製作出一簡潔而有重點的簡報。
2. 小明依據原始規劃的心智圖將節點上的文字輸入在純文字中，再利用以大綱模式匯入已經調整完字型和大小的母片，變成一張張的投影片，再依目的進行排版與樣式設計，簡潔且清楚地表達出重點。

Self-Introduction Mind Map Diagram:

```
graph TD
    I((我)) --- I1((我是))
    I --- I2((我能))
    I1 --- I1_1((資處科))
    I1 --- I1_2((辯論社))
    I1 --- I1_3((喜愛簡報))
    I2 --- I2_1((創意表達))
    I2 --- I2_2((圖像思考))
    I2 --- I2_3((中打速度 10字/分鐘))
```

九、學生可去哪裡使用 TQC 練習系統?

學生除了自行下載練習系統安裝使用之外，可至圖書館5樓資訊力自學區練習。

IX. Where can students go using the TQC practice system?

In addition to downloading the practice system, students can practice in the Information Proficiency Self-study Area on the 5th floor of the library.

十、相關規定請至圖書資訊處網頁查詢([http://sites.cjcu.edu.tw/center/file\\_1578.html](http://sites.cjcu.edu.tw/center/file_1578.html))。

X. For related regulations, visit the website of the Office of Library and Information Services ([http://sites.cjcu.edu.tw/center/file\\_1578.html](http://sites.cjcu.edu.tw/center/file_1578.html)).

十一、若有任何疑問，請洽圖書資訊處行政教學組(計網中心3F辦公室)。

XI. For further questions, please contact the Administrative Teaching Section of the Office of Library and Information Services (on 3F of the Computer and Network Center).