

What's Your TQ? (Technology Quotient)

These tech tools are useful for leadership and life! Rate your level of expertise with each:

0= **unaware** (do not know that the tool exists)

1= **aware** (know the tech tool exists; have a vague idea of how it may be used)

2= **knowledgeable** (know the tech tool exists; understand its potential uses)

3= **novice** (have used the tool once or twice; am beginning to develop comfort with the tool)

4= **competent** (can use the tech tool with minimal difficulty)

5= **expert** (can use the tech tool and teach others to use it)



Technology Tool	Useful for...	Analogy (it is like....)	Resources and Examples	Score
Phone conference call	Group discussion	Phone call with many people at once		
Audio conferencing	Group communication: sound	Phone call with many; sound only	SKYPE Freeaudioconferencing.com	
Video conferencing	Group communication with live pictures of participants	Phone call with pictures added	SKYPE SightSpeed Cisco.com/ TelePresence	
Email	Asynchronous communication 1:1	Regular mail	AOL, gmail, yahoo	
Mail Group	Asynchronous communication 1:many	Bulk mail	Part of various email services	
listserv	Asynchronous communication and automated communication	Bulk mail service	Boomerang Listserve.com iContact AWeber	
IM (Instant Messaging)	Real-time text communication 1:1	Passing a note	AIM messenger.yahoo.com google.com/talk/ Meebo Paltalk	
Chat Room	Real-time text communication 1:many	Passing notes within a group	chat.aim chat.yahoo Chatzy(create) ChatMaker (create)	
Virtual Chat Room	Real-time text and visual communication 1: many with visual component added (avatars)	Group of people sitting in a room and talking	Moove Meepe IMVU There	
Virtual Worlds	Real-time communication and interaction 1: many in virtual environment	Cartoon world with characters interacting	Second Life There YOOWALK	
Web Sites	Information dissemination and retrieval ("Web 1.0") Platform for programs and interaction ("Web 2.0")	Books, articles Personal computer		
Wikis	Document sharing and review	Passing around a draft of a paper for editing and discussing	Wikispaces Wikidot Intodit VoiceThread	

Technology Tool	Useful for...	Analogy (it is like....)	Resources and Examples	Score
Blogs	Personal news venue, with archiving. May or may not allow others to comment.	Publishing a personal newspaper or newsletter	Blog.com Blogger.com Twitter (microblog) OpenDiary Squarespace Zoomshare	
Bulletin and Discussion Boards	Asynchronous communication around a specific topic or interest	Bulletin board where people post information and ideas	Bulletinboards.com	
Group Sites	Communication between and among individuals with a common interest and purpose	Clubs	groups.google groups.yahoo. CollectiveX	
Social Networking	Communication between and among individuals	Social clubs	>350 sites Facebook MySpace LinkedIn Twitter	
Webcasting	Broadcasting information via Internet	TV or radio	WebEx Streamlogics GoToWebinar Adobe Acrobat Connect	
Webinars	Presenting and participating in a class via Internet	Educational TV or radio	WebEx Streamlogics GoToWebinar Adobe Acrobat Connect	
Podcasting	Providing information that can be saved and carried with the recipient	Tapes of radio broadcasts; DVDs of TV shows	Blubbrry Podbean My Podcast PCastBaby podOmatic	
Web conferencing	Conducting and participating in a meeting via the internet.	Meeting around a conference table, with whiteboards and overhead projectors	Adobe Acrobat Connect GoToMeeting dimdim WebEx	
Learning Management Systems	Conducting classes and training	Organizing and presenting class	Blackboard Moodle.org SimplyDigi	
Online Polling	Conducting polls and/or seeking consensus on an issue (such as a meeting date)	Quick survey of members for interests	Doodle.ch, Freepolls, Micropoll, Quibble, Twiigs	
Storage and Transfer Sites	Storing or transferring large files and/or pictures.	A photo album or notebook handed from person to person	YouSendIt, Sendover, Megashares, Mooload Flickr, Snapfish, Picasa	
Grand Total: Your Technology Quotient				