TEACHING TECH SKILLS IN SEQUENCE

Scaffold mentee success by teaching underlying skills

Goals

Identifying a tech goal toward the beginning of the mentoring process is an essential element of a succesful learning experience. Examples of a tech goal might include finding and saving recipes on pinterest, connecting with family on Zoom, or adding pictures to an online album. The key to goal selection is that it is meaningful or useful to the mentee.

Activities

Once the mentee has decided on a tech goal, the mentor should indentify the various activities that make up that goal. If a mentee wants to save recipes on pinterest, the activities that make up that goal may include:

- Searching through recipes
- Taking a closer look at one
- Deciding where to save it
- Saving the recipe for later

Tech Skills

Activities can be translated into technical terms with which mentees may or may not be familiar. Continuing with the pinterest example, the activities listed above may involve the following skills:

- Scrolling or Navigating
- Following a link
- Accessing a menu
- Selecting an option

Operations

Narrowing these skills down even further, the operations required to accomplish tech tasks vary depending on device. Scrolling, for example requires one physical motion on a computer and another for a smart phone. If a mentee is using a tablet, the skills listed above would require these operations:

- Swiping
- Tapping
- Pressing + Holding
- Sliding

Sequencing Learning

When you understand the operations and skills needed to accomplish a particular goal, you will be able to assess a mentee's needs and determine where to focus.

Goal		Find a recipe on Pinterest		
Activity	Scroll through recipes	Take a closer look at	Open the 'pin' menu	'Pin' the recipe
Tech Skill	Navigate the app	Select a webpage	Access a menu	Select a save location
Operation	Swipe down	Single tap	Press/ Hold	Slide to Select